A MESSAGE FROM THE HONOURABLE MARGARET BIRCH

A number of significant advances have been made during the ten years that I have been privileged to serve as Provincial Secretary for Social Development, but few have given me greater satisfaction or hope for the future than society's changing attitudes towards those with special needs or disabilities.

This change in public perception can be observed in the many communities whose elected officials and residents have embraced the provincial group homes policy that I first announced in September 1978. At that time, there was only one community in Ontario whose by-laws made specific provision for group homes in residential neighbourhoods. There were many who doubted that our policy of encouraging (but not requiring) other municipalities to effect such changes would be successful, but many communities, both large and small, have responded to the challenge.

I am truly encouraged by this response, but realize that a great many smaller communities, in particular, have yet to address this issue and make provisions for the integration of people with special needs or disabilities into residential neighbourhoods.

For this reason, and because we recognize that resistance to neighbourhood group homes is frequently founded on myths and misinformation, the Secretariat for Social Development has launched a series of initiatives that are designed to assist municipal officials, service providers, government employees, and other groups and individuals in helping to bring about the desired changes.

This resource manual, which we believe to be the most comprehensive document that has been produced to date on the subject of group homes, represents the first of these initiatives. It has been designed to fulfil a number of important needs. It will give municipal officials a clearer understanding of the provincial policy, the types of group homes that we license or approve, the way in which group homes are established, regulated, and assessed, and the most appropriate means of effecting changes in their official plans and zoning by-laws. It will provide service agencies and individual operators with a time-tested approach to initiating changes in local policies, establishing individual group homes, and responding effectively to legitimate community concerns.

Last, but not least, it will equip each of its readers with the ability to answer questions about Ontario group homes policy and practice in a clear and consistent manner.

Although the manual has already been reviewed and endorsed by a number of responsible agencies and individuals, it is being distributed as a working document, with the expectation that those who use it will provide us with their comments concerning

possible improvements or areas in which additional information may be required.

My staff has also begun to prepare a companion publication that is intended to provide members of the public with an explanation of the provincial policy and clear answers to the most frequently asked questions about group homes, the type of people they serve, and the ways in which they are established, regulated, and assessed. This publication is tentatively scheduled for distribution during the early fall of 1983.

We are also about to distribute the first issue of a quarterly newsletter which has as its purpose the fostering of informed dialogue about group homes and other community-living options for people with special needs or disabilities. Persons who wish to subscribe to this publication may do so by contacting Ms. Joy Harle in care of the Secretariat for Social Development, Room 1414, Whitney Block, Queen's Park, Toronto, M7A 1A2.

I am confident that these materials will prove to be an invaluable resource to everyone who has an interest in group homes. They are only tools, yet if used wisely by those with commitment and compassion, I believe that they will help to hasten the day when people with special needs or disabilities are welcomed as neighbours and as valued members of every community in Ontario. I invite you to join us in this important endeavour.

Margaret Birch

Margaret Birch
Provincial Secretary for
Social Development
June 30, 1983

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SECTION I

THE ORIGIN AND DEVELOPMENT OF GROUP HOMES

Until quite recently, people with special needs or disabilities were seen as an embarrassment to society and were frequently sent away to live in institutions. Although the methods of treatment used in such places were greatly reformed over the years, it was not until the early 1950s that real alternatives were considered.

A NEW AWARENESS

The first breakthrough came with the realization that many people who had been labelled as "mentally retarded" had much more potential and a far greater capacity to respond to new challenges than had previously been recognized. This new awareness led to a growing recognition, in this country and elsewhere, that institutions whose residents were isolated from the mainstream of society were inappropriate for many people and, in some cases, detrimental to their development. Similar discoveries were also made about people with a variety of special needs or disabilities. Some had problems with their speech, but that did not necessarily mean they had no desire to express themselves. Others had limbs that would not co-operate, but, with the aid of braces or wheelchairs, they could still move about. Many had physical disfigurements or sometimes demonstrated strange behaviour, but they, too, felt pain, pleasure, and the full range of human desires and emotions. Most had inner urges to improve themselves. Though the same tasks that others could perform with ease might be terribly difficult for them, many goals — however limited — were still within their reach.

Out of these observations and conclusions came the belief that, if placed in a more homelike setting and given appropriate supervision and support, many of those who had been confined to institutions could be helped to lead richer and more productive lives. A few small groups of people were quietly moved out of institutions and into residential neighbourhoods to test the theory. In the majority of cases, the results were remarkable.

Within a few years, the idea had spread to countries throughout the world. By the mid-1970s, a substantial number of previously institutionalized persons had already been placed in residential neighbourhoods throughout Ontario. But this change had not taken place without difficulty.

GROWING PAINS

By now, many of the residences in which such people lived were being referred to as "group homes", but, in the absence of a clear definition of that term and consistent standards for their operation, municipalities did not know how to deal with them.

The character and growth of communities are controlled through the use of zoning by-laws which specify the purposes for which land in each area of a municipality may be used. In most Ontario communities, these by-laws were in place long before anyone had thought of placing groups of people with special needs or disabilities in residential neighbourhoods.

THE MUNICIPAL DILEMMA

Although many municipalities recognized the need for such services, they also realized that group homes had certain characteristics that made them different from traditional family dwellings. In addition to the fact that their residents lived in a supervised setting, most group homes were financially supported by a service organization or the Government of Ontario.

As a result, some municipalities chose to treat group homes as small institutions, and permitted them only in areas where such facilities were allowed. Other communities viewed them as a type of boarding home, and treated them accordingly. Some group homes were also established in communities whose definition of a "family" permitted several unrelated persons to live together in the same dwelling. But there were no zoning by-laws with specific provisions for group homes. In the majority of communities, the only way in which a group home could be established in a residential area was through a specific amendment to the local zoning by-laws, a procedure that was costly and time-consuming for all concerned.[1] Some means of providing for the orderly establishment of group homes in residential neighbourhoods was clearly needed.

DEVELOPMENT OF THE PROVINCIAL GROUP HOMES POLICY

In 1978, the Government of Ontario responded to the need by establishing an inter-ministerial working group whose task was to examine the group homes issue and propose solutions. Several months later, the Honourable Margaret Birch, Provincial Secretary for Social Development, announced that the Government of Ontario was about to embark on a policy of encouraging (but not requiring) municipalities to amend their official plans and zoning by-laws to permit group homes in all residential areas without the need for site-specific amendments.

The new provincial policy was supported by:

- a precise definition of the term "group home" and of the programs that were to be licensed and/or approved for funding under provincial statutes;
- guidelines designed to assist municipal planners in designating group homes as a permitted land use in their official plans and in making changes to their zoning by-laws that would allow group homes to be established in residential areas;

[1] The procedure that is generally followed in obtaining a site-specific amendment to local zoning by-laws is described in more detail in Appendix A of this manual.

- an amendment to the Municipal Act which would permit municipalities that had provided for group homes in their zoning by-laws to require that such homes be registered; and
- the designation of the Secretariat for Social Development as the ministry responsible for co-ordinating implementation of the new policy.

GROUP HOMES POLICIES IN ONTARIO MUNICIPALITIES

With provincial encouragement and assistance, a significant number of Ontario municipalities have now adopted by-laws that permit group homes in residential areas. Many others are in the process of doing so.[2]

In some communities, a concerted effort by service agencies, elected officials, and concerned citizens may be required to bring about the desired changes. But group homes are no longer an isolated experiment. They are part of a growing network of community-living options that are now available to Ontario residents who have special needs or disabilities.

COMMUNITY-LIVING OPTIONS: A SPECTRUM OF SERVICES

Given appropriate assistance and support, many people with mental or physical handicaps are able to live independently or with relatives or foster families. Group homes, co-operative apartments, and a variety of other community-based residential programs meet the needs of those who — at some time in their lives and perhaps always — need supervision, support, encouragement, and, in some cases, medical care in order to develop or regain a measure of self-sufficiency. Others, whose problems are more severe, may require a level of attention and supervision that, at the present time, is only available within the structured environment of larger facilities such as care and treatment centres.

Each of these settings meets a special need and each has its place in the community. For thousands of people with special needs or disabilities, and particularly for children who are unable to live with their parents, group homes occupy an important place in the spectrum of available options.

[2] A survey of group homes policies and by-laws in a representative sampling of Ontario communities is contained in Appendix B of this manual.

SECTION II

GROUP HOMES: SPECIAL PLACES FOR SPECIAL PEOPLE

THE PROVINCIAL DEFINITION OF A GROUP HOME

The Government of Ontario defines a group home as "a single housekeeping unit in a residential dwelling in which three to ten persons (excluding supervisory staff or receiving family) live as a family under responsible supervision consistent with the particular needs of its residents. The home is licensed or approved under provincial statutes and in compliance with municipal by-laws."

Each component of this definition serves to set group homes apart from other types of community-based services or facilities which have a residential component. For example, the number of people who may be accommodated in boarding homes, hostels, crisis-intervention centres, or rest homes varies from community to community according to local by-laws. But no group home, regardless of its location, may accommodate fewer than three or more than ten residents, exclusive of supervisory staff or the receiving family. All group homes must be licensed and/or approved under provincial statutes and must comply with municipal by-laws governing zoning, building standards, health, fire safety, and occupancy. Control over the operation of group homes in each of the ten categories that are licensed and/or approved by the province is exercised in a uniform manner through the provisions contained in provincial statutes, regulations, administrative standards, and/or guidelines.

Unlike the residents of most crisis-intervention centres, hostels, or boarding homes, the people who live in a group home have the full use of its facilities and, within the limits of their abilities, share household responsibilities such as cooking, cleaning, and home maintenance. Unlike the residents of large institutions, they also make extensive use of community resources such as libraries, banks, churches, synagogues, shopping centres, parks, playgrounds, theatres, doctors, and dentists. A large number of group home residents also attend school or work in the community.

Participation in community life is a vital ingredient of group home living, because it is essential to the natural development of personal and social skills. Without such participation, human beings are unable to exercise fully some or all of the precious functions of everyday living: self-care, self-direction, self-discipline, self-expression, mobility, learning, and economic self-sufficiency. Life within the family-like environment of a neighbourhood group home allows people to regain or improve their skills in these vital areas — at their own pace and within the limits of their own abilities.

THE SPECIAL PEOPLE WHO LIVE IN GROUP HOMES

Those who can often benefit from group home living include senior citizens, children who are unable to live with their parents, people with emotional problems or developmental or physical handicaps, and those who have been in conflict with the law.

Many such people have never been in an institution, but, because of special circumstances, require the kind of help a group home can provide. For others, the group home is a transitional setting, another step on the road to recovery which may someday lead to full independence. For a few, who may always require some measure of assistance, the group home may be a permanent residence.

In the final analysis, however, the most important thing about a group home may simply be this: the opportunity for people with special needs or disabilities to live in a normal house in a normal neighbourhood with people who believe in them and support them. For thousands of men, women, and children who might otherwise be institutionalized or left to fend for themselves, that, more than anything else, is what makes group homes special.

SECTION III

PROVINCIALLY-LICENSED AND/OR -APPROVED GROUP HOMES PROGRAMS

Several ministries of the Ontario government have a direct or indirect involvement with group homes. A list of key contacts within the provincial government is contained in Appendix C of this manual.

The Secretariat for Social Development is responsible for co-ordinating implementation of the provincial group homes policy. The Provincial Group Homes Co-ordinator – a member of the secretariat staff – is available to answer questions about the policy and programs and to assist municipalities that wish to provide for the establishment of group homes in residential areas through appropriate changes to their official plans and zoning by-laws.

The Ministry of Municipal Affairs and Housing provides technical assistance to municipal planners and reviews proposed by-law amendments to ensure that they comply with the land-use policies contained in a municipality's Official Plan.[1]

Three different ministries of the Ontario government have specific legislative responsibility for licensing and/or approving group homes: the Ministry of Health, the Ministry of Community and Social Services, and the Ministry of Correctional Services.

MINISTRY OF HEALTH PROGRAMS

The responsibilities of the Ontario Ministry of Health include providing continuity of care for people who have experienced mental health problems (which may have been serious enough to warrant hospitalization). In fulfilling this responsibility, the ministry often finds it necessary to assist such people to re-enter or remain in the community. In order to respond to varying needs, the ministry licenses and/or approves three different types of group homes: Approved Homes, Homes for Special Care—Residential, and Supportive Housing Programs.

MINISTRY OF COMMUNITY AND SOCIAL SERVICES PROGRAMS

The Ontario Ministry of Community and Social Services has designed a series of programs which provide for the well-being of persons with a wide range of special needs or disabilities. The ministry licenses and/or approves six types of group homes: Children's Residences, Accommodation Services for the Developmentally Handicapped, Satellite Residences for Seniors, Halfway Houses for Alcoholics, Halfway Houses for the Socially Disadvantaged, and Halfway Houses for Ex-offenders.

[1] This applies only to municipalities which are not organized under a regional government structure. Regional governments have been delegated authority to ensure that land-use policies contained in the official plans and zoning by-laws of communities within their jurisdiction are consistent with those contained in the regional municipality's Official Plan.

MINISTRY OF CORRECTIONAL SERVICES PROGRAMS

The Ontario Ministry of Correctional Services has developed a residential program which enables an offender to serve his or her sentence while working or receiving training in the community and living in a group home setting rather than in a correctional facility. This type of residence is known as a Community Resource Centre.

A detailed description of each of these programs follows.

APPROVED HOMES

LEGISLATIVE AUTHORITY

Mental Hospitals Act, R.S.O. 1980, c. 263, R.R.O. 611

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Health

RESIDENTS

Patients of provincial psychiatric hospitals who, at a certain stage in their recovery, can benefit from a family-oriented living arrangement in the community.

PROGRAM OBJECTIVES

The primary objective of the program is to assist in the social rehabilitation of those who, because of mental health problems or for social or economic reasons, are not yet able to live independently. At first, this may involve practice in assuming responsible behaviour, such as personal care and social adaptation. At a later stage, the resident is encouraged to seek employment, or pursue his or her education, and participate in a range of community activities.

STAFFING AND SUPERVISION

Each home is operated by a responsible individual who has suitable prior experience and a sincere interest in providing for the needs of this client group. He or she must be in good standing in the community. Staffing levels are determined by the number of residents in the home, the nature of their needs, and the type of program or services being offered. Supervision is provided on an around-the-clock basis. Overall supervision is provided through provincial psychiatric hospitals, whose social workers or rehabilitation staff visit the home on a weekly basis.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

Operating approval is given in the form of a certificate issued by the Minister of Health.

The prospective operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

The need for the service to be provided in a specific area must also be demonstrated. Assessment and priorization of local needs are generally the responsibility of district health councils and/or provincial psychiatric hospitals. In addition to documenting

the need for the home, the operator must demonstrate that he or she is knowledgeable about the community and the availability of support services and facilities.

The certificate of approval that is granted to these homes can be revoked if the operator fails to comply with provincial and municipal regulations.

NUMBER OF HOMES

As of January 1, 1983, 34 Approved Homes were operating in Ontario. Of these, 20 are considered to be group homes, since they house between three and ten residents.

MINISTRY CONTACT FOR FURTHER INFORMATION

Mental Health Operations Branch
Ministry of Health
8th Floor, Hepburn Block
Queen's Park
Toronto, Ontario
M7A 1R3

(416) 965-6236

HOMES FOR SPECIAL CARE – RESIDENTIAL

LEGISLATIVE AUTHORITY

Homes for Special Care Act, R.S.O. 1980, c. 202, R.R.O. 501

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Health

RESIDENTS

Individuals who, upon discharge from provincial psychiatric hospitals or regional centres for the mentally retarded, require a sheltered living arrangement.

PROGRAM OBJECTIVES

To provide accommodation and support for individuals who require long-term or permanent sheltered care in a residential setting.

STAFFING AND SUPERVISION

Each home is operated by a responsible individual who has suitable prior experience and a sincere interest in providing for the needs of this client group. He or she must be a full-time resident of the home. Supervision is provided on an around-the-clock basis, and the operator must ensure that an attending physician is on call at all times. Assistance is provided to each operator by a Homes for Special Care Worker, a Ministry of Health field-staff employee who is responsible for arranging social activities for group home residents and for administering the Homes for Special Care Act at the local level.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

Homes for Special Care are operated under a licence issued by the Ministry of Health.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations

governing building standards, health, fire safety, and occupancy.

The need for the service to be provided in a specific area must also be demonstrated. Assessment and priorization of local needs are generally the responsibility of district health councils and/or provincial psychiatric hospitals. In addition to documenting the need for the home, the operator must demonstrate that he or she is knowledgeable about the community and the availability of support services and facilities.

Each home is visited by a Ministry of Health field worker at least once a month. An annual inspection is also conducted by the Ministry of Health's Inspections Branch to ensure that each home is being operated and maintained in accordance with provincial and municipal regulations. Homes for Special Care are re-licensed on an annual basis. The licence can be revoked if the operator fails to comply with provincial and municipal regulations.

NUMBER OF HOMES

As of January 1, 1983, 298 Homes for Special Care were operating in Ontario. Of these, 159 are considered to be group homes, since they house between three and ten residents.

MINISTRY CONTACT FOR FURTHER INFORMATION

Mental Health Operations Branch
Ministry of Health
8th Floor, Hepburn Block
Queen's Park
Toronto, Ontario
M7A 1R3

(416) 965-6236

SUPPORTIVE HOUSING PROGRAMS: ADULT COMMMUNITY MENTAL HEALTH PROGRAM

LEGISLATIVE AUTHORITY

Ministry of Health Act, R.S.O. 1980, c. 280, R.R.O. 661

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Health

RESIDENTS

Psychiatric or former psychiatric patients who lack the requisite life skills or the emotional stability to manage under less supportive living arrangements.

PROGRAM OBJECTIVES

To provide programming within a setting in which residents can improve their life skills and gain stability in preparation for independent living.

STAFFING AND SUPERVISION

Supportive Housing Programs are operated and supervised by an administering body, which must be a recognized community or-

ganization, treatment facility, or agency. Staffing levels are determined by the number of residents in the home, the nature of their needs, and the type of program or services being offered. The level of supervision varies according to the needs and capabilities of the residents in the program.

LICENSING/APPROVAL PROCEDURES:

Formal approval of a program is given in the form of a letter from the Minister of Health.

COMPLIANCE WITH REGULATIONS

Compliance with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy is required.

The operator must also demonstrate that there is a need for the service to be provided in the area, and that he or she is knowledgeable about the community and the availability of support services and facilities.

Supportive Housing Programs must be operated in compliance with the established policies and criteria of the Adult Community Mental Health Program or funding can be withdrawn.

NUMBER OF HOMES

As of January 1, 1983, accommodation for a total of 286 people was being provided in 53 residences.

MINISTRY CONTACT FOR FURTHER INFORMATION

Mental Health Operations Branch
Ministry of Health
8th Floor, Hepburn Block
Queen's Park
Toronto, Ontario
M7A 1R3

(416) 965-6236

CHILDREN'S RESIDENCES

LEGISLATIVE AUTHORITY

Children's Residential Services Act, R.S.O. 1980, c. 71, R.R.O. 101 as amended

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Community and Social Services

RESIDENTS

Children under 18 years of age whose needs cannot be met while living with parents or with other relatives.

PROGRAM OBJECTIVES

Program objectives vary according to a child's age, needs, and abilities. They may include development of academic/vocational skills; reintegration of a child into his or her own family; preparation of a child to live independently; development of interpersonal relationships; improved physical functioning; development of self-esteem, self-awareness, and control; improvement of speech or language; and improved functioning of the child within acceptable community standards.

DIFFERENCES BETWEEN GROUP HOMES FOR CHILDREN AND FOSTER HOMES

A *foster home* is a residence which has been selected by a placement agency such as the Children's Aid Society for the care of from one to four children who are living away from the homes of their own parents or guardians. Foster parents are full-time residents of the home and assume ordinary parental relationships with the children placed in their care.

Group homes for children may be operated on either a staff or a parent model basis, and, unlike foster homes (which are regulated under provincial foster care standards), must be licensed under the Children's Residential Services Act.

A *parent model group home* is a residence in which one or two persons live full time and act as substitute parents to children by providing around-the-clock care, supervision, and training. Relief staff may be used, but not on a daily shift rotation basis. Parent model homes may accommodate between five and ten children.

A *staff model group home* is a residence in which persons are employed to provide around-the-clock care for children and in which at least one employee is on active duty during each shift. Staff model group homes may accommodate between three and ten children.

STAFFING AND SUPERVISION

Children's Residences are operated by responsible agencies or by individuals who have suitable prior experience and a sincere interest in working with this client group. Staffing levels are determined by the number and age of the residents in the home, the nature of their needs, and the type of program or services being offered. Supervision is provided on an around-the-clock basis. Ministry of Community and Social Services program supervisors are available to provide advice and assistance to group home operators and monitor the operation and maintenance of each home as part of their regular responsibilities.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

The original licence for a Children's Residence is issued for a period of not more than one year. A new application for licensing must be submitted at the end of the first year of operation and every year thereafter.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

The operator must also demonstrate that there is a need for the service to be provided in the area, and that he or she is knowledgeable about the community and the availability of support services and facilities.

Children's Residences are subject to an annual assessment to ensure continued compliance with provincial regulations, and are inspected annually by the municipality to ensure that they comply with local by-laws. Every three years, the residence is subject

to a special program review by a Ministry of Community and Social Services program supervisor. Failure to comply with provincial and municipal regulations can result in a provisional licence being issued, or the licence can be revoked and not reinstated.

NUMBER OF HOMES

As of January 1, 1983, 863 Children's Residences were operating in Ontario. Of these, 641 are considered to be group homes, since they house between three and ten residents.

MINISTRY CONTACT FOR FURTHER INFORMATION

The nearest area office of the Ministry of Community and Social Services should be contacted for further information. A list of area managers for Children's Operations is contained in Appendix C of this manual.

ACCOMMODATION SERVICES FOR THE DEVELOPMENTALLY HANDICAPPED

LEGISLATIVE AUTHORITY

Homes for Retarded Persons Act, R.S.O. 1980, c. 201, R.R.O. 500 as amended

Developmental Services Act, R.S.O. 1980, c. 118, R.R.O. 242 as amended

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Community and Social Services

RESIDENTS

Developmentally handicapped adults or children who have previously been living in the community or in a facility for developmentally handicapped persons.

PROGRAM OBJECTIVES

To provide a residential setting which approximates family living and which enables individuals to achieve the highest possible level of independent living. Program components include training in basic life skills such as feeding, dressing, preparing a personal budget, and shopping, as well as training designed to help an individual cope with specific handicaps such as blindness. The program also permits maximum access to opportunities for personal growth and development, as well as the development of stable and congenial relations, while allowing for privacy and control over personal space.

STAFFING AND SUPERVISION

Most group homes for developmentally handicapped persons are operated by non-profit charitable corporations, but they may also be operated by persons working under the direct supervision of a provincial facility for the developmentally handicapped. The person selected as the director of each home must be approved by the Ministry of Community and Social Services.

Staffing for this type of home varies according to the functioning level and number of residents, their ages, and the type of pro-

gram or services being offered. Supervision is provided on an around-the-clock basis, if required.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

Approval for funding is given in the form of a letter from the Minister of Community and Social Services to the non-profit corporation operating the home.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

A need for the service to be provided in the area must also be demonstrated. Assessment and priorization of local needs are generally the responsibility of a local working group for the developmentally handicapped. In addition to documenting the need for the home, the operator must demonstrate that he or she is knowledgeable about the community and the availability of support services and facilities.

Ministry of Community and Social Services program supervisors maintain close liaison with each operator, and operational reviews or assessments of each home are conducted on a regular basis. Funding approval can be revoked if the operator fails to comply with provincial and municipal regulations.

NUMBER OF HOMES

As of January 1, 1983, a total of 374 homes were operating in Ontario.

MINISTRY CONTACT FOR FURTHER INFORMATION

The nearest area office of the Ministry of Community and Social Services should be contacted for further information. A list of area managers for both Children's and Adult Operations is contained in Appendix C of this manual.

SATELLITE RESIDENCES FOR SENIORS

LEGISLATIVE AUTHORITY

Homes for the Aged and Rest Homes Act, R.S.O. 1980, c. 203, R.R.O. 502 as amended

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Community and Social Services

RESIDENTS

Individuals over the age of 60 who are referred to satellite residences by municipal Homes for the Aged.

PROGRAM OBJECTIVES

To provide a residential setting for elderly individuals who are no longer able to be cared for at home or who are unable to live at home without supervision and assistance.

STAFFING AND SUPERVISION

In some cases, the operators of Satellite Residences for Seniors are individual homeowners who provide accommodation for one or two residents. More frequently, they are persons appointed to operate a home by a municipal Home for the Aged. In either

case, the operator must be approved by the Ministry of Community and Social Services. Staffing levels depend on the number of residents in the home, the nature of their needs, and the type of program or services being offered. Supervision is provided on an around-the-clock basis. Medical and social services are provided for residents by a municipal Home for the Aged.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

The provision of Satellite Residences for Seniors is left to the discretion of municipalities, and the residences are administered through municipal Homes for the Aged.

The operator of a Satellite Residence for Seniors must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

A municipal Home for the Aged is generally responsible for demonstrating that there is a need for the service to be provided and that support services and facilities are available.

Satellite Residences for Seniors are inspected and approved by a municipal authority at least once every four months. Approval to operate can be revoked if the operator fails to comply with provincial and municipal regulations.

MINISTRY CONTACT FOR FURTHER INFORMATION

The nearest area office of the Ministry of Community and Social Services should be contacted for further information. A list of area managers for Adult Operations is contained in Appendix C of this manual.

HALFWAY HOUSES FOR ALCOHOLICS

LEGISLATIVE AUTHORITY

Charitable Institutions Act, R.S.O. 1980, c. 64, R.R.O. 95 as amended.

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Community and Social Services

RESIDENTS

Persons recovering from alcoholism.

PROGRAM OBJECTIVES

To focus on the various steps in the recovery process with emphasis on increasing self-responsibility, decision-making, handling loneliness, and learning social experiences that can be satisfying without drinking. Individual and group counselling is provided, along with job retraining and search skills.

STAFFING AND SUPERVISION

These homes are administered by non-profit corporations. Staffing and supervision are provided by individuals who are knowledgeable about the treatment of alcoholism. Staffing levels depend on the number of residents in the home and the type of program or services being offered.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

Approval for funding under the Charitable Institutions Act is given in the form of a letter from the Minister of Community and Social Services to the non-profit corporation operating the home.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

The operator must also demonstrate that there is a need for the service to be provided in the area, and that he or she is knowledgeable about the community and the availability of support services and facilities.

The physical condition of Halfway Houses for Alcoholics is inspected annually by Ministry of Community and Social Services program supervisors to ensure compliance with provincial and municipal regulations, and work is now under way to extend procedures to a systematic review of the management and operation of such homes. Funding approval can be revoked if the operator fails to comply with provincial and municipal regulations.

NUMBER OF HOMES

As of January 1, 1983, 25 Halfway Houses for Alcoholics were operating in Ontario. Of these, only one is considered to be a group home, since the remainder house more than ten persons.

MINISTRY CONTACT FOR FURTHER INFORMATION

The nearest area office of the Ministry of Community and Social Services should be contacted for further information. A list of area managers for Adult Operations is contained in Appendix C of this manual.

HALFWAY HOUSES FOR THE SOCIALLY DISADVANTAGED

LEGISLATIVE AUTHORITY

Charitable Institutions Act, R.S.O. 1980, c. 64, R.R.O. 95 as amended.

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Community and Social Services

RESIDENTS

Adults who are either socially disadvantaged or who have emotional problems.

PROGRAM OBJECTIVES

To provide transitional accommodation and to help individuals function at a level that will allow them to live independently in the community. Activities include individual and group counselling, the teaching of job-hunting techniques, social adjustment training, and training in the use of leisure time.

STAFFING AND SUPERVISION

These homes are administered by non-profit corporations. Staffing levels depend on the number of residents, the nature of their needs, and the type of program or services being offered. Supervision is provided on an around-the-clock basis.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

Approval for funding under the Charitable Institutions Act is given in the form of a letter from the Minister of Community and Social Services to the non-profit corporation operating the home.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

The operator must also demonstrate that there is a need for the service to be provided in the area, and that he or she is knowledgeable about the community and the availability of support services and facilities.

The physical condition of Halfway Houses for the Socially Disadvantaged is inspected annually by Ministry of Community and Social Services program supervisors to ensure compliance with provincial and municipal regulations, and work is now under way to extend procedures to a systematic review of the management and operation of such homes. Funding approval can be revoked if the operator fails to comply with provincial and municipal regulations.

NUMBER OF HOMES

As of January 1, 1983, only three Halfway Houses for the Socially Disadvantaged were operating in Ontario. Of these, two are considered to be group homes, since they house between three and ten residents.

MINISTRY CONTACT FOR FURTHER INFORMATION

The nearest area office of the Ministry of Community and Social Services should be contacted for further information. A list of area managers for Adult Operations is contained in Appendix C of this manual.

HALFWAY HOUSES FOR EX-OFFENDERS

LEGISLATIVE AUTHORITY

Charitable Institutions Act, R.S.O. 1980, c. 64, R.R.O. 95 as amended.

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Community and Social Services

RESIDENTS

Adults on probation or parole from provincial correctional facilities or federal penitentiaries who would otherwise be living independently, but who voluntarily enter a halfway house.

PROGRAM OBJECTIVES

To provide a transitional residential program which promotes the opportunity for participation in the community in a law-abiding and productive manner. Activities are centred around the restoration of family relationships, locating educational or employment opportunities, and participation in community activities or life skills courses.

STAFFING AND SUPERVISION

These homes are administered by non-profit corporations. Staffing levels depend on the number of residents in the home and the type of program or services being offered. Supervision is provided on an around-the-clock basis.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

Approval for funding under the Charitable Institutions Act is given in the form of a letter from the Minister of Community and Social Services to the non-profit corporation operating the home.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

The operator must also demonstrate that there is a need for the service to be provided in the area, and that he or she is knowledgeable about the community and the availability of support services and facilities.

The physical condition of Halfway Houses for Ex-offenders is inspected annually by Ministry of Community and Social Services program supervisors to ensure compliance with provincial and municipal regulations, and work is now under way to extend procedures to a systematic review of the management and operation of such homes. Funding approval can be revoked if an operator fails to comply with provincial and municipal regulations.

NUMBER OF HOMES

As of January 1, 1983, only seven Halfway Houses for Ex-offenders were operating in Ontario. None of these is considered to be a group home, since more than ten individuals currently reside in each home.

MINISTRY CONTACT FOR FURTHER INFORMATION

The nearest area office of the Ministry of Community and Social Services should be contacted for further information. A list of area managers for Adult Operations is contained in Appendix C of this manual.

COMMUNITY RESOURCE CENTRES

LEGISLATIVE AUTHORITY

Ministry of Correctional Services Act, R.S.O. 1980, c. 275

MINISTERIAL RESPONSIBILITY

Ontario Ministry of Correctional Services

RESIDENTS

Sentenced individuals who are deemed more likely to benefit from rehabilitation in a community residential program than they would from remaining in a correctional facility. No one sentenced to a term of more than two years is eligible for placement in a Community Resource Centre program. A number of procedures, including an investigation of the suitability of the individual for community living, take place before he or she is

recommended for acceptance in the program by an Assessment Committee.

PROGRAM OBJECTIVES

To help the individual assume more responsibility for his or her own circumstances. As the resident develops an ability to deal with personal problems, he or she is given an opportunity for greater self-determination and increasing involvement in the community. The home builds up a list of local employers and educational facilities willing to co-operate with the centre, and during the day residents either work or go to school. Training in establishing a stable work pattern, employment counselling, and life skills courses are also offered. Participation in community volunteer programs is also encouraged.

STAFFING AND SUPERVISION

Community Resource Centres are administered by non-profit organizations or agencies such as the St. Leonard's Society or the Salvation Army. Supervision by qualified staff is provided on an around-the-clock basis. Staff from the parent institution visit the centres regularly to ensure compliance with supervision requirements and with ministry standards of operation.

LICENSING/APPROVAL PROCEDURES; COMPLIANCE WITH REGULATIONS

The Ministry of Correctional Services and the agency responsible for the home sign a Community Resource Centre Agreement. This agreement establishes the responsibility of the agency to provide a residential facility with an established bed-space capacity, to provide trained staff approved by the ministry, and to pay the salaries and benefits of all staff. The contractual agreement can be terminated if there is non-compliance with provincial or municipal regulations.

The operator must ensure that the home complies with municipal zoning by-laws and with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

A need for the service to be provided in the community must be demonstrated by the superintendent of a provincial correctional facility before funds for a Community Resource Centre can be allocated.

NUMBER OF HOMES

As of January 1, 1983, 32 Community Resource Centres were operating in Ontario. Of these, six are considered to be group homes, since they house between three and ten residents.

MINISTRY CONTACT FOR FURTHER INFORMATION

Community Resource Centres Development Branch
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario
M1L 4P1
(416) 750-3400

SECTION IV

HOW GROUP HOMES ARE ESTABLISHED, REGULATED, AND ASSESSED

This section is directed to readers who wish to gain a general understanding of the ways in which group homes are established, regulated, and assessed. A detailed description of the process that should be followed and of the factors that should be taken into consideration when establishing individual group homes is contained in Section VII.

LICENSING AND APPROVAL PROCEDURES

The provincial definition of a group home sets out basic conditions for the establishment of all group homes, namely that they must be licensed and/or approved for funding under provincial statutes and in compliance with municipal by-laws. Although procedures and requirements vary somewhat from program to program, anyone who wishes to operate a group home must first demonstrate that he or she is qualified to do so and that there is a genuine need for the proposed home. Some types of group homes may only be operated by a non-profit charitable corporation. In addition, the approval of certain types of group homes is generally contingent upon a direct recommendation being made to the appropriate ministry by a district health council, a local working group for the developmentally handicapped, or a similar body which has been charged with the responsibility of assessing and priorizing local needs.

The first thing that every potential group home operator must do, therefore, is to discuss such basic requirements and the procedures that must be followed in order to obtain a licence and/or funding approval with officials of the appropriate ministry. The addresses and telephone numbers of key contacts within each of the ministries responsible for group homes are listed in Appendix C of this manual.

Assuming that the operator is qualified, that the need for the group home can be demonstrated, and that ministry funds are or will be available to support the project, the search for an appropriate group home location can begin.

When a suitable home has been located, the operator must notify the municipality, in writing, of his or her intent to establish a group home on the site, subject to compliance with provincial and municipal regulations.[1]

Once this is done, the operator must provide the ministry with:

- written evidence (obtained from the municipality) that the home complies with local by-laws governing zoning, building standards, health, fire safety, and occupancy;

[1] This notification is usually directed to the municipal clerk, but a municipality may designate some other department or official for the purpose of receiving such applications.

- appropriate documentation of the need for the proposed service to be provided within the specific area in which the home is located;
- evidence of his or her knowledge of the community and the availability of necessary support services and facilities;
- evidence (when appropriate) that the educational needs of the group home residents can be met in the community; and
- a detailed description of the program to be offered, the type of residents to be served, the level of staffing and supervision to be provided, and the proposed operating budget.

It is largely on the basis of this information, extensive interviews with the prospective operator, and on-site inspections of the proposed home that the province will make its final decision whether to license and/or approve the home for funding.

PROVINCIAL STATUTES, REGULATIONS, AND ADMINISTRATIVE STANDARDS OR GUIDELINES

Provincial control over the operation of established group homes may be exercised in a number of different ways. Some of the provincial statutes under which group homes are licensed and/or approved for funding contain detailed descriptions of provincial requirements in such matters as admission standards, management practices, staffing ratios, supervision, programming, and compliance with regulations governing building standards, health, fire safety, and occupancy. In other cases, some or all of these requirements are contained, instead, in administrative standards or guidelines that have been developed by the ministry for a particular category of group home.

SERVICE AGENCY GUIDELINES

Additional operator guidelines may also be developed by service agencies to describe principles, practices, or values which cannot be expressed in precise terms, or which do not have universal application.

ASSESSMENT PROCEDURES

Provincial ministries are chiefly responsible for ensuring that established group homes continue to comply with provincial standards governing levels of care and supervision, and that their programs continue to meet the needs of their residents. The usual assessment procedure includes regular reviews during which operators must demonstrate that both provincial and municipal requirements are being met.

Group homes are also visited by provincial ministry staff as part of their ongoing responsibilities. These visits enable the ministry and the operator to address areas of concern before they become serious issues and to ensure that residents are receiving appropriate supervision and support.

Municipalities also share responsibility for inspecting established group homes. Group homes must comply with local by-laws as a condition of their continued operation. These by-laws, as mentioned earlier, generally pertain to building standards, health, fire safety, and occupancy.

HANDLING COMPLAINTS

Response to community concerns is also an ongoing responsibility of group home operators and the ministries that license and/or approve them. If there is a concern or complaint about the operation of a group home or the behaviour of its residents, the normal procedure is to contact the operator directly. The majority of problems can be solved in this manner. Where a problem cannot be satisfactorily resolved by the operator, the matter should be referred to the appropriate provincial ministry.

Neighbourhood residents who are reluctant to discuss problems with a group home operator, or whose complaints have not been dealt with to their satisfaction, may contact the appropriate ministry directly. Each community that amends its by-laws to permit group homes is provided with a list of provincial ministry officials whose responsibility it is to deal with community issues or concerns. The addresses and telephone numbers of key contacts in each of the three ministries responsible for group homes are also listed in Appendix C of this manual. The Provincial Group Homes Co-ordinator, Secretariat for Social Development, is also listed in Appendix C and may be contacted in the event that personnel in the appropriate ministries are temporarily unavailable. Each problem will be immediately investigated. The operation of a group home can be suspended or terminated by the province should an operator fail to correct a serious problem. In the event of a group home closure, residents are placed in another appropriate setting.

SECTION V

WORKING FOR COMPREHENSIVE GROUP HOMES BY-LAWS

This section is directed to any groups or individuals (including potential group home operators) who are interested in establishing a comprehensive group homes by-law in their community. (The procedure for prospective operators who wish to set up a specific, individual group home is outlined in Section VII.)

THE CURRENT STATUS

A great deal has been accomplished since September 1978 when the provincial policy of encouraging municipalities to adopt progressive group homes policies was first announced. Many communities, both large and small, now permit provincially-licensed and/or -approved group homes in residential areas. A significant number of other municipalities are now in the process of finalizing similar policies.

FUTURE IMPLEMENTATION OF THE PROVINCIAL POLICY

Much work, however, remains to be done if there is to be an equitable distribution of group homes throughout the province and if the needs of more vulnerable members of our society are to be met within their own communities.

Bringing about the desired changes in those communities which have not yet responded to these needs will require the collective support, encouragement, and assistance of provincial associations, local service groups, elected officials, church leaders, and concerned citizens. Experience has shown that much more can be accomplished by such a coalition than by single groups or individuals, however dedicated.

The authority to enact or amend zoning by-laws that control the use of land is vested in municipal councils. One of your most important tasks, therefore, in seeking to establish a comprehensive group homes by-law is to make a formal proposal to your municipal council. The following suggestions may be helpful in planning your approach.

DEVELOP A TEAM

As a parent or relative of someone with a special need, or as a member of an agency representing the interests of these individuals, you may already be familiar with the situation in your area.

Your first objective should be to seek out those interested in the welfare of other groups whose needs are not being adequately met within the community. Affiliates of the Ontario Association for the Mentally Retarded are located in many communities, and other provincial organizations, such as the Canadian Mental Health Association, also have local chapters which may be contacted for advice and assistance. Other organizations, such as the Children's Aid Society, the Elizabeth Fry Society, or the Salvation Army, are also familiar with local needs. Municipal council members and local MPs and MPPs could be consulted as well.

The Provincial Group Homes Co-ordinator, who is a member of the Secretariat for Social Development staff, may also be able to assist you in compiling a list of appropriate contacts. The Group Homes Co-ordinator may be reached by telephone at (416) 965-3654, or by writing to:

The Provincial Group Homes Co-ordinator
Secretariat for Social Development
Room 1402, Whitney Block
Queen's Park
Toronto, Ontario
M7A 1A2

Your next logical step after contacting such groups and determining their interest in supporting a progressive group homes policy is to form a working group or committee.

DEFINE LOCAL NEEDS

After selecting a chairperson or group leader, your initial efforts should be focused on documenting existing and projected needs within the community. (Much of the information you will need could be obtained from the organizations you have already contacted.) Elected officials will be more receptive if you present them with facts instead of emotional arguments, so the time spent in putting together the most comprehensive information possible will be well worth the effort.

STUDY THE PROVINCIAL POLICY

At the same time, be certain that you understand the province's group homes policy, the various programs it licenses and/or approves for funding, and the type of municipal zoning by-laws which it recommends be adopted. Complete familiarity with these matters will be of enormous benefit in your future dealings with elected officials and with the public.

Pertinent information concerning the provincial policy and programs is contained in various sections of this manual. If you require clarification on any point, it is suggested that you contact the Provincial Group Homes Co-ordinator at the Secretariat for Social Development or the ministry responsible for the type of group home you are interested in establishing. The addresses and telephone numbers of key contacts within the provincial government are listed in Appendix C of this manual.

EXAMINE LOCAL LAND-USE POLICIES AND ZONING BY-LAWS

You should also determine what provisions, if any, already exist for the establishment of group homes in your community. In particular, you should examine the provisions contained in (1) your municipality's Official Plan and (2) its zoning by-laws.

The Official Plan outlines broad land-use policies which may or may not be implemented at the present time through related zoning by-laws.

Although your community's Official Plan may not specifically mention group homes as a permitted land use, it may contain a general provision for the accommodation of those with special

needs or disabilities in some or all residential zones. If so, it may only be necessary to work towards the amendment or introduction of by-laws to permit this policy to be implemented in all residential areas.

In the absence of an Official Plan provision for group homes or the housing of special groups, you may still discover that some allowance has been made for group homes in the zoning by-laws, even though there is no by-law that makes specific provision for them. You may find, for example, that the municipality's definitions of a family, an institution, or a boarding house are broad enough to encompass group homes and that many types of homes can be established under these definitions without the need to apply for site-specific amendments.

You may also find that there is a by-law already in place which excludes certain types of group homes or which limits the placement of some or all types to less desirable areas of the community. If you wish to work towards the amendment of this by-law, you should follow the procedure outlined below. But bear in mind that it will be difficult to change an existing group home by-law because it has already been debated in the community and enacted by Council.

A summary of group homes policies and zoning by-laws in a representative sampling of larger Ontario communities is contained in Appendix B. This summary is not exhaustive and is intended only to highlight the essential elements of the policies and by-laws that existed in these communities as of June 1, 1983.

Further information or clarification of current land-use policies and zoning by-laws may be obtained from your local planning department or, in the case of smaller communities, from the municipal clerk.

INDICATE YOUR DESIRE TO MAKE A PRESENTATION TO COUNCIL

Assuming that you have assembled the necessary facts and figures and still consider that there is a need for a comprehensive group homes by-law in the community, you should now contact the clerk of your municipal council and request permission for your proposal to be placed on its agenda. You should be prepared to provide the clerk with a brief description of the topic, the names and affiliations of those who will be involved in the presentation, and the approximate length of time required.

PLAN YOUR PRESENTATION

Although the issue of group homes may be of utmost importance to you and to your supporters, municipal councils have many pressing matters to deal with. With this in mind, the following suggestions may be helpful in planning and making your presentation:

1. Keep it short, simple, and to the point. If brevity is the soul of wit, it is also the key to capturing the hearts and minds of

busy council members. There will be ample opportunity to elaborate as the process of adopting a group homes policy proceeds through its various stages.

2. Resist the temptation to employ an endless succession of speakers. A single spokesperson, representing the individual and collective points of view of supporting groups, is often more effective.

   If the member groups in your coalition each insist on making a separate statement, try to ensure that they keep their remarks brief and that each part of the presentation deals with a different dimension of the issue.

3. Downplay emotionalism. There is sometimes a temptation when dealing with an issue of this kind to assign guilt where there may be none. Assume that the majority of council members are open-minded and interested in your proposal. Deal with needs in factual terms.

4. Where applicable, stress the disadvantage to the community of a situation in which group homes may only be established through site-specific amendments to existing zoning by-laws.

   This process requires the municipality to notify neighbours within a given radius of the property for which a zoning amendment has been sought about the proposed change and, if there are any objections, to hold a public meeting at which the views of all interested parties may be heard.

   The municipality's ruling on the amendment may be challenged if any party disagrees with it, and the matter must then be considered at an Ontario Municipal Board hearing. Further appeals to the courts are then possible. The process is lengthy and extremely expensive for all concerned. (A more detailed discussion of the process that is generally followed in obtaining a site-specific amendment is contained in Appendix A.)

   Even when the matter is settled, feelings of bitterness and hostility frequently remain. In the meantime, those who might have benefited from living in the proposed group home either remain in institutions or are forced to seek help outside their own communities. It is a situation that moved one group home operator who has been through the site-specific amendment process to quote an expression used in his native country: 'When two bulls fight, it is the grass which suffers most.'

5. Be prepared for questions following your presentation. This is when the homework you did earlier will pay off. Be sure to listen to each question carefully and to answer it directly. If you don't know the answer, don't guess. Volunteer to get the information and provide it to Council.

6. Don't be disappointed if you fail to get an immediate, favourable response to your proposal. Thank Council for its attention and make it known that you are available at its convenience to discuss the matter further. Leave behind a brief written summary of your presentation.
7. Be patient. It may take some time for Council to reach a decision. However, it is also advisable to contact the municipality from time to time to see what progress is being made, and respond promptly to individual council members who request more information.

STAGES IN THE PREPARATION AND PASSAGE OF A BY-LAW

What happens next depends on two things: whether a majority of Council votes to pursue the matter and, if so, what process it follows. The following sequence of events, however, is fairly typical:

- Council refers the matter for further study to a subcommittee, a planning committee, municipal planning department staff, or, in the case of a small community which lacks such resources, an independent planning consultant.

  In the process of studying the issue, further input from provincial officials, the authors of the original proposal, or members of the public may be sought.
- A planning report containing a draft of the proposed or amended zoning by-law is prepared for presentation to Council. (If necessary, a draft amendment to the municipality's Official Plan may be prepared at the same time.)
- Community residents and agencies are given at least thirty days notice that a public meeting will be held to discuss the proposed by-law. You and your supporters may be asked to make a further presentation at this meeting. There may be more than one public meeting at the discretion of Council.
- If the proposed by-law is passed by Council (sometimes with modifications), the public is given notice within fifteen days of passage.
- The by-law is then forwarded to the Ontario Ministry of Municipal Affairs and Housing to ensure that it complies with the land-use policies contained in the municipality's Official Plan.[1]
- Any affected party who wishes to do so must make his or her objections known to the Ontario Municipal Board within thirty-five days of passage of the by-law.
- If there are no objections, the by-law is deemed to have been in force from the day it was passed.

[1] This applies only to municipalities which are not organized under a regional government structure. Regional governments have been delegated authority to ensure that land-use policies contained in the official plans and zoning by-laws of communities within their jurisdiction are consistent with those contained in the regional municipality's Official Plan.

- If there are sufficient written objections to the by-law, an Ontario Municipal Board hearing will be scheduled. At this hearing, the municipality will present its by-law as being responsive to local needs. The arguments of objectors will also be heard. The hearing chairperson will then decide to uphold, modify, or reject the by-law. Since the grounds for further appeals to the courts are restricted, the Ontario Municipal Board is usually the last forum for decision-making.

SECTION VI

GUIDELINES FOR AMENDING OFFICIAL PLANS AND ZONING BY-LAWS IN ONTARIO MUNICIPALITIES

This section is intended to assist municipal planning officers and other officials in municipalities that wish to implement the provincial group homes policy by recognizing such homes as a permitted land use in all zoned areas that permit residential uses. It has been prepared in consultation with the Ontario Ministry of Municipal Affairs and Housing and is based on provisions contained in the new Planning Act, which will be proclaimed on August 1, 1983.

Taken together with provincial standards and licensing and/or approval requirements, plus municipal by-laws governing building standards, health, fire safety, and occupancy, the following suggested amendments to official plans and zoning by-laws are intended to help ensure the orderly establishment of group homes.

CONTACTS FOR FURTHER INFORMATION

The Provincial Group Homes Co-ordinator will be pleased to provide further information on how these planning guidelines relate to the provincial group homes policy. The Group Homes Co-ordinator may be reached by telephone at (416) 965-3654, or by writing to:

The Provincial Group Homes Co-ordinator
Secretariat for Social Development
Room 1402, Whitney Block
Queen's Park
Toronto, Ontario
M7A 1A2

Officials of the Ministry of Municipal Affairs and Housing are also available to respond to technical questions and concerns about the planning guidelines as they relate to the official plans and zoning by-laws of specific municipalities. They may be reached by contacting the nearest area office of the Community Planning Advisory Branch. The addresses and telephone numbers of these offices are listed at the end of this section.

The following guidelines, which are not mandatory, provide the recommended approach for implementing the provincial group homes policy in official plans and zoning by-laws. It is suggested that the Official Plan statement be submitted for provincial approval prior to the adoption of an implementing by-law.[1]

[1] If municipal legal opinion confirms that the content and structure of the existing Official Plan adequately addresses group homes, it would not be necessary to amend the Official Plan prior to introducing a zoning by-law permitting group homes. However, it is advisable to obtain a municipal legal opinion before making such a decision.

OFFICIAL PLAN

Established provincial policy requires that human service policies which detail the type, extent, and methods of provision of human service facilities be excluded from municipal official plans. Direct reference to group homes in the Official Plan should therefore be limited to their general designation as a permitted land use in residential areas, with the location of group homes being identified with greater specificity in the zoning by-law. Because the Official Plan deals with land-use principles and policies, it is desirable that the new principle establishing group homes as a permitted use in residential areas be spelled out in the Official Plan statement. More specifically, the recommended Official Plan statement would:

- provide a definition of group homes;
- indicate that group homes are a permitted use in all zoned areas that permit residential uses;
- provide a mechanism to prevent undue concentration of group homes in specific areas by requiring a reasonable separation distance between such facilities, or provide for any other relevant zoning provisions where it is not practical to specify separation distances (as in the case of certain rural municipalities); and
- provide for the continuation of any existing group homes not meeting the requirements of the zoning by-law.

RECOMMENDED OFFICIAL PLAN STATEMENT

It is recommended that the following statement be incorporated as part of the general residential land-use policy contained in the Official Plan:

Group homes are permitted in all zoned areas that permit residential uses,[2] as specified on schedule_____ .

For the purposes of this section, group homes are defined as a single housekeeping unit in a residential dwelling in which three to ten persons (excluding supervisory staff or the receiving family) live as a family under responsible supervision consistent with the particular requirements of its residents. The home is licensed and/or approved for funding under provincial statutes and in compliance with municipal by-laws.[3]

In order to prevent an undue concentration of group homes in specific areas of the municipality, standards requiring a minimum distance between these facilities will be incorporated in the implementing restricted area by-law.

Facilities existing on the date the zoning by-law comes into effect, but not complying with the requirements of the by-law, will

[2] This would include areas zoned for low-, medium-, and high-density residential development, and should also include rural areas where residential development is a permitted use. If the municipality chooses to be more restrictive than the guidelines recommend, by limiting either the types of dwelling units which may be used for group homes or the geographical areas within which group homes may be permitted, it is expected that the municipality would be able to justify such limitations on a rational planning basis.

[3] This definition is not intended to include foster homes. The distinction between foster homes and group homes for children is explained under the description of Children's Residences in Section III.

be allowed to continue in operation but will not be permitted to expand without municipal approval.

THE ZONING BY-LAW

The zoning by-law must conform to and implement the policy contained in the Official Plan. To implement the provincial group homes policy, the zoning by-law should:

- be consistent with the Official Plan in terms of definition;
- permit group homes in all zoned areas that permit residential uses; and
- prescribe minimum separation distances between facilities in urban areas, or make other suitable separation provisions in rural municipalities.

RECOMMENDED ZONING BY-LAW PROVISIONS

Definition

The definition of a group home in the zoning by-law should be the same as that contained in the Official Plan (see page VI 2).

Permitted Uses

A group home, as defined, would be included as a permitted use in all zoned areas that permit residential uses.

Development Standards

Standards relating the size of a home to the number of residents are contained in the provincial licensing and/or approval requirements and should not be included in the zoning by-law.

Standards prescribing the minimum distance between facilities[4] could be in any one of the following forms:

(1) A residential dwelling may be used for a group home provided there is no group home or similar facility within a minimum distance from the building, as specified in the table below, depending on the approved capacity, excluding staff, of the proposed facility.

Approved Capacity of Proposed Facility	Minimum Distance Between Facilities
—	—
—	—
—	—

(2) A group home must be spaced at least the following distance from another group home or similar facility located in any residential area, depending on the number of approved beds, exclusive of staff, in either the proposed or the existing facility, whichever is the greater:

Number of Approved Beds	Distance Between Facilities
—	—
—	—
—	—

[4] The separation distances, when applied, should be *reasonable* to accomplish the stated aim but should not be designed to restrict unnecessarily the establishment of group homes. In urban areas, separation distances could be based on a sliding scale of, for example, 180 to 300 metres, depending upon the licensed or approved capacity of the home; a similar formula could be used in suburban or rural areas.

(3) A group home must be spaced at least "_____" metres from another similar facility located in any residential area.

Existing Facilities

Facilities existing on the date the by-law comes into effect, and which meet provincial standards but do not comply with the by-law definition or separation distance requirements, would be allowed to continue operating as non-conforming uses. As is the usual case with legal non-conforming uses, these facilities would not be permitted to expand their operations beyond what existed on the date the zoning by-law came into effect, without municipal approval.

MUNICIPAL REGISTRATION OF GROUP HOMES

A municipality may register all types of group homes that are permitted under its by-laws without site-specific amendments. The conditions pertaining to the registration of group homes are contained in section 236 of the Municipal Act, R.S.O. 1980, c. 302.

(1) In this section,

(a) "group home" means a residence that is licensed or funded under an Act of the Parliament of Canada or the Province of Ontario for the accommodation of three to ten persons, exclusive of staff, living under supervision in a single housekeeping unit and who, by reason of their emotional, mental, social or physical condition or legal status, require a group living arrangement for their well being;

(b) "registrar" means the person designated as the registrar of group homes by the council of a local municipality.

(2) The council of every local municipality may pass by-laws,

(a) providing for the registration and the annual renewal of registration, with the registrar, of group homes or such class or classes thereof as may be set out in the by-law;

(b) prohibiting any person from owning or operating a group home that is not registered in accordance with a by-law passed under this section;

(c) fixing fees for the registration and renewal of registration of group homes; and

(d) authorizing the registrar to register and renew registrations required by a by-law passed under clause (a).

(3) Where an application is made to the registrar of a municipality in the form prescribed by a by-law of the municipality under subsection (2) for the registration or renewal of registration of a group home, the registrar shall register or renew the registration, as the case may be, of the group home.

(4) Where the registrar has reasonable and probable grounds to believe that any person is operating a group home that is not registered in accordance with a by-law passed under this section, the registrar or a person acting on his instructions may, under the authority of a search warrant issued under the *Provincial Offences Act*, enter and inspect the property for the purpose of determining whether or not the property is being used as a group home.

(5) No council may pass by-laws under this section unless there is in effect in the municipality a by-law passed under section 39 of the *Planning Act* that permits the establishment and use of group homes in the municipality. 1979, c. 101, s. 8.

CONTACTS FOR FURTHER INFORMATION

For further information or clarification of these planning guidelines, please contact the nearest area office of the Community Planning Advisory Branch, Ministry of Municipal Affairs and Housing.

Central Region:
2nd Floor
47 Sheppard Avenue East
Willowdale, Ontario
M2N 2Z8
(416) 224-7635

Southwest Region:
7th Floor
495 Richmond Street
London, Ontario
N6A 5A9
(519) 673-1611

Southeast Region:
3rd Floor
244 Rideau Street
Ottawa, Ontario
K1N 5Y3
(613) 566-3801

Northwest Region:
435 James Street South
Thunder Bay, Ontario
P7C 5G6
(807) 475-1651

Northeast Region:
1191 Lansing Avenue
Sudbury, Ontario
P3A 4C4
(705) 560-0120

SECTION VII

OPENING A GROUP HOME IN YOUR COMMUNITY

This section is primarily directed to existing and potential group home operators.

Those of you who have successfully opened a group home in the past will already be familiar with many of the problems involved and how to overcome them. We suggest you study this section in any case, since it may provide a fresh insight or some new ideas, or discuss some approach you may not have considered.

If you are thinking about opening a group home for the first time, you should be aware that the process demands energy, commitment, patience, understanding, and tolerance. If you possess these attributes, the following discussion may help to guide you towards the successful establishment of a group home.

ESTABLISH THE NEED

Oddly enough, the first mistake that many prospective operators make is failing to substantiate a need for the type of group home they wish to open.

Having a general awareness that the needs of some people in your community are not being met is one thing. Determining that a group home is the best possible setting for such people is another. It is also quite possible that someone else is already making plans to assist them. So, before you proceed any further, take the time to find out.

Depending on the nature of the client group you wish to serve, possible sources of such information include district health councils, supportive housing groups, area social planning councils, and local chapters or affiliates of such organizations as the Children's Aid Society, the Ontario Association for the Mentally Retarded, the Canadian Mental Health Association, the John Howard Society, the Elizabeth Fry Society, the Reena Foundation, or the Salvation Army.

MEET WITH MINISTRY OFFICIALS

Once you have determined that a genuine need exists and that a group home is the best way of meeting it, you should arrange a meeting with officials of the ministry responsible for the type of group home you wish to operate. The addresses and telephone numbers of key contacts within the provincial government are listed in Appendix C of this manual.

An early informal discussion with ministry officials will first of all determine whether you are qualified to operate a group home. Some types of homes, for example, may only be operated by non-profit charitable corporations. In addition, the approval of

certain types of group homes is generally contingent upon a direct recommendation being made to the appropriate ministry by a district health council, a local working group for the developmentally handicapped, or a similar body that has been charged with the responsibility of assessing and priorizing local needs. A meeting of this kind will also familiarize you with the procedures that must be followed in order to establish a group home and will indicate whether provincial funds are or will be available to support the project, assuming that other requirements, both provincial and municipal, can be met.

CHECK YOUR MUNICIPALITY'S ZONING BY-LAWS

If the project appears feasible from the ministry's point of view, you should next determine the circumstances under which the proposed home may be legally established in your community. Appendix B of this manual lists the basic provisions of zoning by-laws in a number of Ontario communities as of June 1, 1983. Confirmation of these provisions, or an explanation of by-laws in municipalities that are not listed, may be obtained from local planning departments or, in the case of many smaller communities, from the municipal clerk.

BE SURE YOU UNDERSTAND LOCAL ZONING REGULATIONS

At this point, you will be confronted with one of numerous possibilities, including, but not necessarily limited to:

- zoning by-laws which permit some or all types of group homes in some or all residential areas (without the need for site-specific amendments);
- zoning by-laws which permit some or all types of group homes in other designated areas, such as commercial, mixed, or institutional zones (without the need for site-specific amendments);
- zoning by-laws which make no specific provision for group homes, but which may permit them to be established in certain areas under the definition of boarding homes or institutions (without the need for site-specific amendments);
- a municipal definition of "family" which permits several unrelated persons to live together in the same dwelling; or
- a municipal policy which only permits the establishment of some or all types of group homes via a site-specific amendment to the zoning by-laws which designate the purposes for which property in a given area may be used.

In the final analysis, you will be faced with one of two basic situations:

(1) The type of group home you wish to open is permitted in some or all areas without the need for a site-specific amendment.

(2) It may only be established through a site-specific amendment.

SEEK ADVICE ABOUT ZONING PROBLEMS

Now that you know what, if any, options you have within the framework of your community's by-laws, you must make a decision whether or not to proceed.

Unless you are dealing with a situation in which the type of group home you want to open is clearly permitted without the need for a site-specific amendment to the zoning by-laws, you are strongly advised to seek advice from other group home operators in the area. Find out what problems they encountered and how they overcame them. Failing this, you might wish to consult a lawyer who is experienced in dealing with zoning matters. The site-specific amendment process can be extremely time-consuming and costly, but may be well worth pursuing if you have the necessary resources and access to legal counsel.[1]

ENLIST SUPPORT WITHIN THE COMMUNITY

If you have decided to proceed, you should now make your intentions known to a few selected people whose position in the community, or knowledge of it, can help you to achieve your objectives. Among those you might consider approaching are local aldermen, church leaders, or heads of service organizations. Acquaint them with the need, tell them what you have done to date, and enlist their support.

CHOOSE AN APPROPRIATE NEIGHBOURHOOD

The next step in the process is of utmost importance, and both experienced and inexperienced operators should give it considerable thought.

All communities and neighbourhoods differ in certain respects. Each has a somewhat different, if not unique, socio-economic structure. Each has different strengths and resources, problems and concerns. Try to determine what they are. Talk to the people who know them best — the community leaders whose support you have already enlisted.

KEEP YOUR OPTIONS OPEN

Unless your choice of locations is severely limited by local zoning by-laws or the community is extremely small, don't restrict your initial search to a single neighbourhood. Look at several. Keep your options open.

CONSIDER ACCESS TO COMMUNITY RESOURCES

Other factors should also be considered in choosing an appropriate location for a group home. These include accessibility to community resources such as parks, recreation centres, transportation, medical services, and manpower centres.

Schools occupy a very special place in the lives of many youthful group home residents. If you plan to open a Children's Residence, you are required to talk to local education officials and be certain that they can accommodate the needs of the group home's residents.

[1] The procedure that is generally followed in obtaining a site-specific amendment to local zoning by-laws is described in more detail in Appendix A of this manual.

PLAN FOR DELAYS AND HIDDEN COSTS

At the same time, be sure not to overlook some of the other practical issues involved in opening a group home.

CHECK THE NEED FOR INCORPORATION

For example, funding for some types of group homes may only be granted to an incorporated charitable body. If this is a requirement for the type of group home you intend to operate, incorporation must precede your formal funding application to the province. Before incorporation takes place, the organization must have a name approved by the Ministry of Consumer and Commercial Relations and the municipality. These steps may take some time to complete, so be sure to allow for them in your planning.

In addition to the funds required to purchase or rent a home, there may be other costs which are not covered by the prospective funding source. Legal fees, consultant's fees, secretarial services, and office supplies are among the possibilities.

KEEP IN TOUCH WITH THE MINISTRY

Throughout this process, you should also be keeping in touch with ministry officials, both to advise them of your progress and to reassure yourself that funding is still available.

NOTIFY THE MUNICIPALITY OF YOUR INTENT TO ESTABLISH A GROUP HOME

Once you have selected a home, but before you make a firm commitment to rent or buy it, you should: (1) formally notify the municipality of your intent to establish a group home on the property,[2] and (2) obtain written confirmation from the municipality that its use as a group home complies with local zoning by-laws.

If you must formally apply to the municipality for a site-specific amendment, you should consider making a conditional, rather than a firm, offer to purchase or rent the home, since the site-specific amendment may not be approved.

CHECK COMPLIANCE WITH OTHER MUNICIPAL BY-LAWS

In either case, you should also determine at this point what, if any, renovations may be required to bring the home into compliance with provincial and municipal regulations governing building standards, health, fire safety, and occupancy.

APPLY TO THE PROVINCE FOR LICENSING AND/OR APPROVAL

What happens next depends on whether or not a site-specific amendment is required. If municipal zoning by-laws permit a group home at the location you have selected without the need for a site-specific amendment, you are now ready to complete your formal application to the province for licensing and/or funding approval.

[2] This notification is usually directed to the municipal clerk, but a municipality may designate some other department or official for the purpose of receiving such applications.

If a site-specific amendment is required, you must wait for the amendment to be approved by the municipality before applying to the province for licensing and/or funding approval.[3]

LICENSING/APPROVAL PROCEDURES AND REQUIREMENTS

Although licensing and/or funding procedures and requirements vary somewhat from ministry to ministry and from program to program, you will at least be required to provide the province with:

- written documentation from the municipality that the proposed group home complies with local zoning by-laws and with all regulations governing building standards, health, fire safety, and occupancy;
- evidence that the service is needed in the community and in the area you have selected;
- evidence that you have a good knowledge of the community and the availability of support services and facilities; and
- a complete description of the program you intend to offer, the type of residents to be served, the level of staffing and supervision to be provided, and the proposed operating budget.

It is largely on the basis of this formal application, discussions with the operator, and on-site inspections of the proposed home that the province will make its final decision to license and/or approve the home for funding.

In the meantime, you should have been attending to what is, without question, the single most important and, at the same time, most controversial step in opening a group home — communicating with your new neighbours.

[3] If there is an objection to the municipality's decision concerning a site-specific amendment application, the matter may be referred to the Ontario Municipal Board. In this event, you could not proceed until or unless you received a favourable ruling from the board.

SECTION VIII

COMMUNICATING WITH YOUR NEW NEIGHBOURS

This section is primarily directed to existing and potential group home operators.

THE NEED TO GAIN COMMUNITY ACCEPTANCE

The whole purpose of a group home is to provide an environment in which people with special needs or disabilities may gain or regain the capacity for full or partial independence. If the group home and its residents remain isolated from the rest of the community, that purpose simply cannot be achieved.

As a group home operator, you have an obligation to gain community acceptance of the people who have been placed in your care. Until they become comfortable in their new surroundings and gain some measure of self-confidence, group home residents are likely to be extremely sensitive to the attitudes of those around them. As a result, they will rely heavily on your ability to persuade their new neighbours to make them feel welcome. You may have many other pressing matters to deal with in establishing a group home, but, in the final analysis, none may be more important than this.

When and how you begin relating to your new neighbours depends, to some extent, on the circumstances in which you find yourself. In some Ontario communities, a group home may only be established by first obtaining an exception to the zoning by-laws which specify the purposes for which properties in a given area may be used. If you are dealing with this type of by-law, you will have very little flexibility in terms of timing or approach, since you will be obliged to disclose your plans fully and to address all neighbourhood questions and concerns at a municipal meeting to which members of the public are invited.

In other municipalities, group homes may be established in some or all areas without the need for site-specific amendments. But where a site-specific amendment is not required, the fact that you face no legal impediment does not mean there is no need to work for community acceptance. It must not be forgotten that, without general public support, progressive policies of this kind would not exist. Failure to provide the residents of such communities with adequate information about a proposed group home is therefore both discourteous and self-defeating. It may also have implications that go far beyond local opposition to an individual home. Because of widespread public and media interest in such issues, it can seriously jeopardize the acceptance and orderly development of group homes in an entire area — if not in the province as a whole. On the other hand, it has repeatedly been demonstrated that when an operator is responsive to the legitimate

questions and concerns of the community, the chances for acceptance and support are immeasurably increased.

Because circumstances will be different for each group home, there is no magic formula for winning the confidence and support of a community or an individual neighbourhood, but the experience and wisdom gained in establishing and operating more than one thousand group homes across Ontario suggest that the following guidelines may be helpful.

PLANNING YOUR APPROACH

The first step in planning your approach to the community should be to seek assistance from those who have a natural interest in your goals. The families of potential group home residents, medical professionals, members of social planning councils and service organizations, church leaders, and law enforcement officials are among the many possibilities. Local aldermen and members of Parliament, heads of ratepayers' associations, and others who have a special interest in the welfare of the community should also be consulted.

These groups and individuals can help to answer many of the questions that should be considered before you approach residents of the neighbourhood in which you plan to open a group home.

QUESTIONS TO BE ANSWERED

- Are there other group homes in the community? If so, what was the neighbourhood's initial reaction to their establishment? What kinds of concerns were expressed, and how were they addressed?
- Have neighbourhood relations with existing group homes been cordial? Have complaints and problems – if any – been dealt with to the satisfaction of the community?
- Is there a particular concern about crime or safety in the area?
- Have there been complaints about excessive noise and activity or loitering in the area?
- How well are properties in the area maintained?
- Do people on the street where the group home will be located actively associate with one another or do they tend to keep to themselves?

The answers to these and similar questions can tell you a great deal about a neighbourhood and about what to expect when you approach its residents with your plan to establish a group home in their midst. Familiarity with local issues, concerns, and attitudes can also give you some indication of the best way to approach community residents.

APPROACHING COMMUNITY RESIDENTS

Different people have different interests and different information needs. Your supporters need to know about every aspect of your proposal: the need for the home, the residents it will serve, the provincial and municipal regulations under which it will be operated, the training and competence of your staff, and the pro-

gram of care or rehabilitation to be provided. Otherwise, they will be unable to give you much assistance.

Others, while apparently unopposed to your plans, may express little interest, either because they do not wish to become involved, or because the idea of providing community support for persons with special needs or disabilities has no relevance to them. While the people in this group represent a potential for additional support, you should not be obtrusive or try to compel them to take a position. In time, they may do so of their own accord.

You will also encounter some people who, because of their experience or philosophy, disagree with your objectives. Their tactics are not always confrontational, but, even when they are, yours should never be. In most instances, it is sufficient to respond politely to their questions and criticisms. The best approach is to respect their position and agree to disagree.

The majority of people, however, are likely to be interested but uncommitted at the outset. The key to maintaining and strengthening their interest is to be responsive to their specific questions and concerns. If you do so, a great many of them are likely to lend their support.

TIMING YOUR CAMPAIGN IN THE COMMUNITY

The timing of a community information campaign is a matter of considerable concern to group home operators and municipal officials alike. If you need to obtain a site-specific amendment to the zoning by-laws in order to establish the home, you should probably consider approaching your prospective neighbours as soon as you make your formal application to the municipality. The more information you make available at this stage, the less you will have to provide when a formal hearing is held to consider the application. In the meantime, you can do much to alleviate apprehensions by speaking to people informally.

If you are already permitted under local by-laws to operate a group home in the neighbourhood, you have far greater flexibility and many more informal opportunities to discuss your plans. But timing may be more difficult.

If you approach area residents too early, you may run the risk of having opposition build up against the home. On the other hand, experience has demonstrated that waiting until a home is operating may give people the impression you have something to hide. If this happens, the home may still be established, but not in the climate of good will that is necessary to bring about the desired integration of group home residents in the community. On balance, it seems that the best time to approach people is after licensing and/or funding approval has been obtained, but before the home is actually operating. Being prepared is crucial, however, because if neighbourhood residents learn of your plans at an earlier stage, you should be ready to meet with them immediately.

TEST YOUR APPROACH FIRST

Unless you have considerable experience in such matters, it is generally wise to test your approach before going public. Ask a few people who are uncommitted to listen to your presentation or to read your materials. Their comments can help you to refine your approach or lessen the risk that you will be misunderstood.

METHODS OF APPROACH

Various ways of approaching your new neighbours should also be considered. If you have the time and the resources at your disposal, the simplest and usually the most effective method is to speak with people on an individual basis. A personalized mailing can also be of value, although it may not address the particular interests or concerns of the receiver. Among the other possibilities you might consider are shopping mall displays or presentations to church congregations or service clubs. The local community cable-TV station may also be willing to interview you about the proposed group home.

CONDUCTING A NEIGHBOURHOOD MEETING

In some situations, it may be necessary or desirable to conduct a neighbourhood meeting. Careful planning of such meetings is important. The first thing you should do is to find an impartial chairperson who, with assistance from community representatives, can plan a satisfactory agenda. He or she may also be able to convince those who will be in attendance to identify their primary interests and concerns in advance. This will allow you to prepare relevant responses or to obtain information that might otherwise not be readily available. The chairperson should also make arrangements to have someone take notes during the meeting so that follow-up information can be provided as required.

It is also important to select an appropriate spokesperson to deliver your presentation and to answer questions. This person should be knowledgeable about the subject and the community, but, above all, he or she should be comfortable and confident in such surroundings. The presence of community leaders who have been involved in your plans from the outset may also be helpful.

A community meeting will also give you the opportunity to reassure local residents that you are responsive to their concerns and would welcome continuing community involvement. For example, you might agree to the formation of a neighbourhood advisory committee whose role would be to monitor the operation of the home and to deal with neighbourhood concerns before they become serious issues.

In the final analysis, your community relations efforts should be directed towards obtaining the highest possible level of community acceptance and support. The issues surrounding group homes often generate emotional involvement and response. A well-planned and responsive community relations program can help to channel that energy into a positive experience for everyone involved. There is no longer any doubt that many neighbourhoods have been drawn closer together because people with special needs or disabilities became part of them.

SECTION IX

QUESTIONS AND ANSWERS ABOUT GROUP HOMES

This section is intended to provide readers with appropriate general responses to the most frequently asked questions about group homes.

QUESTION 1: What is a group home?

RESPONSE: The Government of Ontario defines a group home as "a single housekeeping unit in a residential dwelling in which three to ten persons live as a family under responsible supervision consistent with the particular needs of its residents. The home is licensed or approved under provincial statutes and in compliance with municipal by-laws."

This definition serves to set group homes apart from other types of community-based facilities which have a residential component, and is not intended to include foster homes, nursing homes, rest homes, hostels, or what are frequently referred to as 'crisis-care' or 'crisis-intervention' centres.

Group homes are designed to meet the needs of those who – at some time in their lives and perhaps always – need supervision, support, encouragement, and in some cases, medical care in order to develop or regain a measure of self-sufficiency.

Those who can often benefit from group home living include senior citizens, children who are unable to live with their parents, people with emotional problems ór developmental or physical handicaps, and those who have been in conflict with the law. Many such people have never been in an institution, but because of special circumstances, require the kind of help a group home can provide. For others, the group home is a transitional setting, another step on the road to recovery which may someday lead to full independence. For a few, who may always require some measure of assistance, the group home may be a permanent home.

No group home, regardless of type or location, may accommodate fewer than three or more than ten residents, exclusive of supervisory staff or the receiving family. All group homes must be licensed and/or approved for funding under provincial statutes and must comply with municipal by-laws governing zoning, building standards; health, fire safety, and occupancy.

QUESTION 2: What is the difference between a group home and a hostel or crisis-intervention centre?

RESPONSE: There are several important differences.

- Most group homes are located in residential neighbourhoods. Hostels and crisis-intervention centres are generally not located in residential areas.
- Group homes may not accommodate more than ten residents. Hostels or crisis-intervention centres usually have a capacity in excess of ten beds.
- People generally remain in group homes for periods ranging from several months to several years. People rarely remain in hostels or crisis-intervention centres for more than a month at a time.
- Group homes provide medium- to long-term shelter and care. Hostels and crisis-intervention centres deal with immediate, short-term emergency needs.
- The activities of group home residents are similar to those of a traditional family. Those who are able to do so, work or go to school during the day. Others are involved in household tasks and recreational events. The activity level in and around hostels and crisis-intervention centres tends to be much higher, since people may be referred to them or seek their help at any hour of the day or night.

QUESTION 3: What is the difference between a foster home and a group home for children?

RESPONSE: A foster home is a residence which has been selected by a placement agency such as the Children's Aid Society for the care of from one to four children who are living away from the homes of their own parents (or guardians). Foster parents are full-time residents of the home and assume ordinary parental relationships with the children placed in their care.

Group homes for children may be operated on either a staff or a parent model basis and, unlike foster homes (which are regulated by provincial foster care standards), must be licensed under the Children's Residential Services Act.

A parent model group home is a residence in which one or two persons live full-time and act as substitute parents to children by providing around-the-clock care, supervision, and training. Relief staff may be used, but not on a daily shift rotation basis. Parent model homes may accommodate between five and ten children.

A staff model group home is a residence in which persons are employed to provide around-the-clock care for children and in which at least one employee is on active duty during each shift. Staff model group homes may accommodate between three and ten children.

QUESTION 4: How do group home residents spend their time?

RESPONSE: Participation in community life is a vital ingredient of group home living because it is essential to the natural development of personal and social skills. Unlike the residents of institutions, the majority of group home residents make extensive use of community resources such as libraries, banks, churches, synagogues, shopping centres, parks, playgrounds, theatres, doctors, and dentists. Many group home residents go to school or work during the day, while those who require such services receive counselling, therapy, or other forms of treatment at nearby hospitals or provincial facilities. In many group homes, the residents also share household responsibilities, such as cooking, cleaning, and home maintenance. In other words, the activities of most group residents are largely indistinguishable from those of traditional families.

QUESTION 5: Are people always placed in a group home within their own community?

RESPONSE: Every effort is made to place people in their own communities or in group homes that are as close as possible to their families or friends. In some cases, however, this may not be possible or desirable for one or more of the following reasons.

- People may have to be placed in another community because the by-laws in their own municipality prevent the establishment of some or all types of group homes, except through site-specific amendments.
- Persons who have been in conflict with the law may benefit from living in a community where negative influences are not present.
- Some communities lack the specialized services and facilities that may be required in the care and treatment of people with certain disabilities.
- Some people with special needs or disabilities prefer to be located in another community.
- In smaller communities, there may not be enough people with similar needs or disabilities to make the operation of a group home feasible unless additional residents are brought in from other locations.

QUESTION 6: What effort is made to keep people who have special needs or disabilities with their own families, rather than placing them in group homes?

RESPONSE: The province funds a variety of programs that enable some people who have special needs or disabilities to live independently or with relatives, but others require a level of care or supervision that is beyond the physical capabilities or training of their fami-

lies. Group homes generally allow such individuals to remain in their own communities, while receiving appropriate support and assistance.

QUESTION 7: What assurance is there that group home residents will not pose a danger to other members of the community?

RESPONSE: Group home residents are carefully selected as being appropriate candidates for community living, and every reasonable precaution is taken to ensure that those who might pose a threat to others are not placed in group homes. Supervision is also an important part of every group home program. There are strict rules and regulations concerning the behaviour and activities of residents, and time curfews are imposed where appropriate.

QUESTION 8: Who identifies the need for group homes?

RESPONSE: The need for group homes is usually identified at the local level by parents or relatives of those with special needs or disabilities, by service professionals, by social planning councils, or by local chapters or affiliates of organizations such as the Ontario Association for the Mentally Retarded, the Canadian Mental Health Association, the Children's Aid Society, the Reena Foundation, the Salvation Army, the John Howard Society, or the Elizabeth Fry Society. Certain types of group homes may only be established upon the direct recommendation of a district health council, a local working group for the developmentally handicapped, or a similar body which has been charged with the responsibility of assessing and priorizing local needs.

QUESTION 9: How are group homes regulated once they are in operation?

RESPONSE: Direct control over the operation of group homes is exercised in a number of different ways. Some of the statutes under which group homes are licensed and/or approved for funding contain detailed descriptions of provincial requirements in such matters as admission standards, management practices, staffing ratios, supervision, programming, and compliance with regulations governing building standards, health, fire safety, and occupancy. In other cases, some or all of these requirements are contained, instead, in administrative standards or guidelines that relate to a specific type of group home.

Provincial ministries have various additional means of ensuring that established group homes continue to comply with provincial standards governing levels of care and supervision, and that their programs continue to meet the needs of residents. The usual assessment procedure includes a regular review during which the operator must demonstrate that both provincial and municipal regulations are being met.

Municipalities also share responsibility for inspecting established or prospective group homes. A group home must comply with local by-laws as a condition of its continued operation. These by-laws generally pertain to building standards, health, fire safety, and occupancy.

QUESTION 10: How are group homes funded and to what extent are their operators accountable for the way in which they spend the money that they receive from the province?

RESPONSE: Funding formulas and methods of payment vary somewhat from program to program, but, in most cases, the operator receives an established per diem payment for each resident in the group home. The amount paid is based on the needs of the residents, the level of staffing and supervision required, the type of program that will be provided, and the cost of outside services. The province is not responsible for costs incurred in purchasing a home, although renovation costs are sometimes covered in special circumstances. The amount of money that operators receive is generally quite modest when one considers the responsibility involved.

Certain types of group homes, such as those for alcoholics, ex-offenders, and socially disadvantaged or developmentally handicapped persons, must be operated by non-profit charitable corporations (or by individuals under the direct supervision of provincial facilities), and the majority of these group homes are sponsored by non-profit agencies or organizations. Although some individuals do earn some or all of their livelihood by operating group homes, all homes are monitored in such a way that the misuse of public funds is extremely unlikely.

All group home operators must also submit a detailed budget to the province as a condition of receiving a licence and/or funding approval. This budget must specify the amounts that are to be spent on operator and staff salaries, administration, supplies, maintenance, and direct services to residents, and actual expenditures are reviewed regularly as part of the province's ongoing assessment of each group home.

QUESTION 11: What are the qualifications of people who work in group homes?

RESPONSE: Staff qualifications vary according to the type of program being offered and the particular needs of residents. Special training, certification, and prior experience are prerequisites for working in some group homes. In other cases, the main responsibility of permanent staff is to ensure that the residents' daily living requirements are met, while therapy, counselling, and other services are administered by professionals from near-by hospitals or provincial facilities. Community volunteers are frequently involved, as well, and generally receive special training before

working in a group home. Many group homes are also affiliated with service agencies or charitable organizations whose members have extensive experience in dealing with a particular group of disadvantaged persons.

QUESTION 12: To whom should complaints about group homes be directed?

RESPONSE: If there is a concern or a complaint about the operation of a group home or the behaviour of its residents, the normal procedure is to contact the operator directly. The majority of problems can be solved in this manner. Where a problem cannot be satisfactorily resolved by the operator, the matter should be referred to the appropriate provincial ministry.

Neighbourhood residents who are reluctant to discuss problems with a group home operator, or whose complaints have not been dealt with to their satisfaction, may contact the appropriate ministry directly. Each community that amends its by-laws to permit group homes is provided with a list of provincial ministry officials whose responsibility it is to deal with community issues or concerns. Each problem will be immediately investigated. The operation of a group home can be suspended or terminated by the province should an operator fail to correct a serious problem.

QUESTION 13: What happens to the residents if a group home's operations are suspended or terminated?

RESPONSE: Residents are immediately placed in another appropriate setting. While such actions can and have been taken, the province's regular assessment procedures generally resolve problems before they become serious enough to warrant the closure of a group home.

QUESTION 14: Will neighbourhood property values be influenced by the presence of a group home?

RESPONSE: Several case studies have been conducted in Canada and the United States in an effort to determine whether property values decline as a result of group homes being established in residential neighbourhoods. Each of these studies concluded that there was no evidence to demonstrate that property values or marketability were adversely affected by the establishment or presence of group homes in residentially zoned areas. Since group homes are subject to the same standards that a municipality sets for other properties within its jurisdiction, there is also no reason to believe that group homes will be any less well maintained than other homes in the neighbourhood.

QUESTION 15: What assurance is there that communities which pass or amend their by-laws to permit group homes will not be inundated with such facilities?

RESPONSE:

Provincial licensing and approval procedures require that there be a genuine local need for each group home that is established. The province also recommends that municipal zoning by-laws contain a requirement that group homes be separated from one another by a specified minimum distance, or that some other measure be adopted to prevent a concentration of group homes in one area.

The province is not aware of any community that has experienced a dramatic increase in group home applications after amending its by-laws to permit group homes. In the City of Toronto, for example, the total number of group homes has remained relatively constant over the past three years.

QUESTION 16:

Why shouldn't group homes be a municipal rather than a provincial responsibility?

RESPONSE:

There are three reasons why group homes should remain a provincial responsibility.

- Since the Government of Ontario has legislative responsibility for group homes, as well as the major responsibility for funding them, it is logical that authority to license or approve group homes should also rest at the provincial level. Funding at the provincial level, combined with licensing at the municipal level, would lead to duplication and fragmentation of supervision, responsibility, and fiscal accountability.
- The proliferation of different licensing standards and regulations would make it impossible to guarantee consistent levels of care and supervision throughout the province, and would create enormous difficulties for operators and residents of group homes.
- Most municipalities lack the staff and the resources to monitor effectively the operation of group homes.

QUESTION 17:

What assurance is there that the province will not operate these homes for a few years and then transfer the responsibility to the municipalities?

RESPONSE:

Group homes are a provincial responsibility and will continue to be so. Provincial licensing, approval, and funding of group homes ensures that people with special needs or disabilities receive a consistent standard of care and support, and avoids potential competition with local funding priorities. The province will continue to fund the operation of each group home that it licenses or approves so long as the need for the home continues to exist and its operator complies with provincial and municipal requirements.

APPENDIX A

THE SITE-SPECIFIC AMENDMENT PROCESS

Each group home that is established in Ontario must comply with the zoning by-laws of the municipality in which it is located. Otherwise it will not be licensed and/or approved for funding by the provincial government.

In communities where official plans and by-laws have been amended to permit the full range of group homes in all residential areas, zoning compliance may be obtained in a relatively expeditious manner.[1] In some communities, however, the prospective operator of some or all types of group homes must apply to the municipal authorities for an individual exception to local zoning by-laws. Individual exceptions to local zoning by-laws are generally referred to as "spot re-zoning changes" or "site-specific amendments". These amendments can take from a month to over a year to obtain.

The following description of the process that is generally followed in obtaining a site-specific amendment is based on the new Planning Act, which will be proclaimed August 1, 1983.

- After selecting an appropriate location for the proposed group home, the prospective operator notifies the municipal clerk[2] of his/her intent to establish a group home on the site, subject to compliance with provincial regulations and municipal approval of his/her request for site-specific amendment to the community's zoning by-law.
- Arrangements are made for the person who has requested the site-specific amendment to appear before the municipal council at one of its regular meetings. During his/her initial presentation to the council, the applicant is generally expected to describe his/her qualifications and experience, the need for the group home in the community, the type of residents to be served, the level of staffing and supervision to be provided, the type of program to be offered, and his/her ability to bring the home into compliance with municipal by-laws pertaining to building standards, health, fire safety, and occupancy. Above all, however, the applicant for a site-specific amendment must demonstrate that it is an appropriate land use within the specific zoning area.
- If Council decides against the application without further investigation, or takes no action on the request within thirty days, the applicant may submit his/her request for a site-specific amendment to the Ontario Municipal Board. If this action is taken, the municipality, neighbours within a certain radius of the proposed group home, and certain agencies or individuals who may be affected by the outcome, must be given formal notice that an application is being made to the Ontario Municipal Board. If Council agrees, instead, to pursue the matter further, it will generally refer the site-specific amendment request to a subcommittee, a planning advisory committee, or municipal planning staff for further review.

[1] Although the establishment of most or all types of group homes in such communities may not involve an application for re-zoning, compliance with other municipal by-laws, such as those pertaining to building standards, health, fire safety, and occupancy, must be demonstrated. Many municipalities also specify that group homes must be separated from one another or from another similar facility by a specified minimum distance. A few communities require that all group homes be registered with the municipality or that an occupancy certificate be obtained. Those wishing to establish a group home in *any* municipality should first obtain such information, and written confirmation that the proposed home complies with zoning regulations, from the appropriate municipal planning department or, in the case of many smaller communities, the municipal clerk.

[2] Although such requests are normally directed to the municipal clerk, some communities may designate another department or official for the purpose of receiving such applications.

- After obtaining further information and input, the reviewing body usually prepares a report for submission to Council and discussion with the public. This type of report generally outlines the municipality's current policy with respect to group homes and /or the provisions of pertinent zoning by-laws; describes the property in question and its proposed use as the site for a group home; and makes a recommendation concerning acceptance or refusal of the site-specific amendment application.
- Arrangements are made for the planning report to be discussed, usually at a public meeting of the municipal council. At least one public meeting is required to examine the by-law, but more than one meeting may be held at the council's discretion. Residents living within a specified distance of the property in question, as well as agencies or individuals that might be affected by the outcome, must be notified, thirty days in advance, of the time, place, and purpose of this meeting.
- After receiving deputations from all interested parties, Council makes a decision to accept, modify, or reject the recommendations contained in the planning report. A second public meeting may be scheduled if significant modifications to the initial proposed by-law are required and the council decides to do so. Should the municipality refuse the amendment at this stage, the applicant may submit the request directly to the Ontario Municipal Board, as would have been done if the request had been refused initially.
- If the application is approved by Council, community residents, as well as other interested or affected parties, are notified of the passage of the zoning by-law within fifteen days of its passage. Anyone who wishes to object to the zoning by-law must do so within thirty-five days of the council's passage of the by-law.
- If no objections are received within thirty-five days, the amended zoning by-law is deemed to have been in force from the date on which it was passed by the municipal council.
- If sufficient written objections are received by the Ontario Municipal Board within thirty-five days, it will hold a public hearing. At this hearing, the municipality presents the site-specific amendment as being responsive to the needs of its people and consistent with good planning principles. After hearing from others who support or oppose the municipality's position, the board makes its decision to uphold, modify, or reject the amended by-law. If any party represented at the hearing believes that the Ontario Municipal Board has made an error in law or jurisdiction in its decision, the matter may be appealed to the courts.

  It should be noted that, at any time after a site-specific amendment to a municipal zoning by-law has been passed, there remains the ability to go to court to determine if the municipality has exceeded its powers in enacting the by-law.

APPENDIX B

A SURVEY OF GROUP HOMES POLICIES AND BY-LAWS IN REPRESENTATIVE ONTARIO COMMUNITIES

The following survey, which was conducted on behalf of the Secretariat for Social Development by the Ministry of Municipal Affairs and Housing, describes the general conditions under which group homes can be established in 63 Ontario municipalities, most of which have populations in excess of 30,000 people.[1] The 63 communities represent a combined population of 6.2 million people.

Analysis of the survey reveals that, in three-quarters of these communities, some or all types of group homes can be established in some or all residential areas, without the need for site-specific amendments to local zoning by-laws.[2]

Only one-quarter of the communities that were surveyed still require that all group home applications be considered on an individual or site-specific basis.

A survey of the remaining communities in the province of Ontario is being undertaken in the summer of 1983, and the results will be available by September 1983.

The survey is intended only as a general guide to the conditions under which group homes may be established in such communities. Those who are interested in the possibility of establishing a group home in a community which permits them under the municipal definition of a family, a boarding house, or an institution, are urged to obtain further information and clarification from local planning officials or the municipal clerk. The appropriate contact is listed in the survey following the name of each municipality.

BARRIE (CITY OF)
COUNTY OF SIMCOE
POPULATION: 44,111
RICK JONES, CHIEF PLANNING OFFICER
(705) 726-9697

- The city's Official Plan was amended in 1980 to designate group homes as a permitted land use.
- All types of group homes (except correctional homes) are permitted in areas zoned for residential, commercial, or institutional use, without the need for site-specific amendments.
- Group homes must be separated from one another by at least 300 metres.
- The number of residents per group home is limited to five (exclusive of staff or receiving family).

[1] This survey was conducted during the latter part of 1982 and has been updated, where possible, to reflect changes in municipal policies and zoning by-laws that occurred prior to June 1, 1983 – the date on which the text of this manual was finalized. Since Official Plan and zoning by-law amendments were being reviewed in a number of municipalities on that date, it is recommended that those interested in the policy and by-laws of a particular community refer their inquiries to the appropriate contact listed under the name of each municipality.

[2] A number of municipalities in this group have made specific provisions within their zoning by-laws for the establishment of most or all types of group homes in residential areas, without the need for site-specific amendments. Other municipalities within this group make no specific provision for group homes within their official plans or zoning by-laws, but interpret their residential land-use policies or their definitions of a family, a boarding house, or an institution in such a way as to permit some or all types of group homes to be established in some or all residential areas, without the need for site-specific amendments.

BELLEVILLE (CITY OF)
COUNTY OF HASTINGS
POPULATION: 35,351
STEWART MURRAY, SENIOR PLANNER
(613) 968-6481

- The city's Official Plan makes no specific provision for group homes as a permitted land use, but municipal planning officials indicate that future consideration of a group homes policy is possible.
- Under existing zoning provisions, group homes are permitted in some areas where boarding houses are allowed, but boarding house regulations are strict (e.g., one parking space per resident).

BRAMPTON (CITY OF)
REGIONAL MUNICIPALITY OF PEEL
POPULATION: 154,981
FEO YAO, PLANNER
(416) 793-4110

- The city's Official Plan was amended in 1982 to designate group homes as a permitted land use.
- Most types of group homes are permitted in areas zoned for residential use without the need for site-specific amendments. Correctional group homes and halfway houses are permitted only in areas zoned for institutional use.
- Group homes may accommodate up to ten persons, including staff or receiving family.
- A maximum of one group home per 1,000 residents is permitted, and group homes must be separated from one another by at least 305 metres.
- All group homes must be registered with the city.

BRANTFORD (CITY OF)
COUNTY OF BRANT
POPULATION: 73,264
DON BRADFORD, SENIOR PLANNER
(519) 759-4150

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes are permitted in many areas of the city under the boarding and lodging homes provision of the general zoning by-law.

BROCKVILLE (CITY OF)
COUNTIES OF LEEDS/GRENVILLE
POPULATION: 20,169
MAUREEN PASCOE, PLANNER
(613) 342-8772

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that future consideration of a group homes policy is possible.
- Under current zoning provisions, group homes may only be established through site-specific amendments.

CALEDON (TOWN OF)
REGIONAL MUNICIPALITY OF PEEL
POPULATION: 26,587
BOB BLACK, PLANNING DIRECTOR
(416) 584-2273

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, Satellite Residences for Seniors are permitted in areas zoned for institutional use. Other types of group homes may only be established through site-specific amendments to the zoning by-laws.

CAMBRIDGE (CITY OF)
REGIONAL MUNICIPALITY OF WATERLOO
POPULATION: 76,505
JOHN TURNBULL, DIRECTOR OF PLANNING
(519) 623-1340

- The city's Official Plan designates group homes as a permitted land use.
- Group homes for mentally retarded persons and Satellite Residences for Seniors are permitted in areas zoned for residential or institutional use, as well as in the city centre, without the need for site-specific amendments.
- Children's Residences are permitted in areas designated as foodlands or for institutional use without the need for site-specific amendments.
- Other types of group homes may only be established through site-specific amendments to the zoning by-laws.
- Any proposal to establish a new group home within 500 metres of another group home requires a site-specific amendment.
- All group homes must be registered with the city.

CHATHAM (CITY OF)
COUNTY OF KENT
POPULATION: 40,454
M. HOWELL, PLANNING DIRECTOR
(519) 352-4500

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.

CORNWALL (CITY OF)
UNITED COUNTIES OF STORMONT, DUNDAS, AND GLENGARRY
POPULATION: 46,045
GARRY M. WOOD, SENIOR PLANNER
(613) 932-6252

- An amendment to the city's Official Plan, which would designate group homes as a permitted land use, has been drafted but has not yet been approved.
- Pending approval of an Official Plan amendment and preparation/ passage of zoning by-law amendments, group homes are permitted in residential zones 20, 30, and 40 under the municipality's definition of rooming and boarding houses.

DELHI (TOWNSHIP OF)
REGIONAL MUNICIPALITY OF HALDIMAND-NORFOLK
POPULATION: 14,923
DAVID ROE, SENIOR PLANNER
(519) 582-2100

- The township's Official Plan designates group homes as a permitted land use.
- Group homes may only be established in the township through site-specific amendments to the zoning by-laws.

EAST YORK (BOROUGH OF)
MUNICIPALITY OF METROPOLITAN TORONTO
POPULATION: 99,448
MARTIN RENDL, PLANNER
(416) 461-9451

- The borough's Official Plan makes no specific provision for group homes, but a policy that would permit all types (except correctional homes) in residential areas without the need for site-specific amendments has been approved.
- Under current zoning provisions, group homes may only be established through site-specific amendments.
- *Note:* Metropolitan Toronto has approved an amendment to Metroplan which would require all cities and boroughs in Metropolitan Toronto to permit the establishment of all types of group homes (except correctional homes) in residential areas, without the need for site-specific amendments. Correctional group homes would be restricted to arterial roads. The amendment has been submitted to the Minister of Municipal Affairs and Housing for approval.

ETOBICOKE (BOROUGH OF)
MUNICIPALITY OF METROPOLITAN TORONTO
POPULATION: 296,767
NANCY PARKER, PLANNER
(416) 626-4161

- The borough's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may only be established through site-specific amendments. Council has established principles for consideration of site-specific amendments.
- *Note:* Metropolitan Toronto has approved an amendment to Metroplan which would require all cities and boroughs in Metropolitan Toronto to permit the establishment of all types of group homes (except correctional homes) in residential areas, without the need for site-specific amendments. Correctional group homes would be restricted to arterial roads. The amendment has been submitted to the Minister of Municipal Affairs and Housing for approval.

FORT ERIE (TOWN OF)
REGIONAL MUNICIPALITY OF NIAGARA FALLS
POPULATION: 24,136
M. CHESNEY, PLANNER
(416) 871-1600

- The town's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that future consideration of a group homes policy is possible.
- Under current zoning provisions, group homes may be established in some areas under the municipality's definition of an institution. In most areas, however, a site-specific amendment would be required.

GLOUCESTER (CITY OF)
REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
POPULATION: 76,589
PHILIP D. HUNTLEY, PLANNER
(613) 741-1350

- The city's Official Plan has been amended to designate group homes as a permitted land use in all residential areas, but implementation of this policy is awaiting preparation and passage of a comprehensive zoning by-law.
- Pending passage of a comprehensive zoning by-law, group homes are permitted in some areas of the city as boarding homes and/or in other areas under the city's definition of a family.

GRIMSBY (TOWN OF)
REGIONAL MUNICIPALITY OF NIAGARA
POPULATION: 16,007
EMILIO IOVIO, PLANNING DIRECTOR
(416) 945-9634

- The town's Official Plan makes no specific provision for group homes, but a draft amendment to the plan, which would permit group homes to be established in residential areas, is currently under review and has been forwarded for the province's comments.
- A draft zoning by-law, which would permit four types of group homes in all residential areas and five types in RM2 or higher-density residential areas (without the need for site-specific amendments), is currently under review and has been forwarded for the province's comments. Under the provisions of the proposed by-law, the maximum number of residents permitted in a group home would be restricted to 5 or 6 (depending on the type of home) in lower-density residential zones, and to 8 or 10 (depending on the type of home) in higher-density zones. It is proposed that group homes be separated from one another by at least 455 metres, and that all group homes be registered with the municipality.
- Under current zoning provisions, group homes may be established, in certain circumstances, under the municipality's definition of a family or boarding home.

GUELPH (CITY OF)
COUNTY OF WELLINGTON
POPULATION: 76,658
JIM FORBES, SENIOR PLANNER
(519) 821-2160

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that consideration is being given to a group homes policy.

- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.

HALDIMAND (TOWN OF)
REGIONAL MUNICIPALITY OF HALDIMAND-NORFOLK
POPULATION: 16,626
DAVID ROSE, SENIOR PLANNER
(416) 772-3337

- The town's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.

HALTON HILLS (TOWN OF)
REGIONAL MUNICIPALITY OF HALTON
POPULATION: 34,616
BRUCE MACLEAN, DEPUTY PLANNING DIRECTOR
(416) 877-5785

- The town's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a group homes policy is being considered.
- Under current zoning provisions, group homes are permitted in some areas under the municipality's definition of a family, a boarding home, or an institution.

HAMILTON (CITY OF)
REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH
POPULATION: 308,102
RAYMOND LEE, PLANNER
(416) 526-2700

- The city's Official Plan has been amended to designate group homes as a permitted land use.
- All types of provincially-licensed or -approved group homes are permitted, but certain types are permitted only in certain zones. The maximum number of residents permitted in group homes also varies from zone to zone.
- Group homes must be separated from one another by at least 600 feet, and all homes must be registered with the municipality.

KANATA (CITY OF)
REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
POPULATION: 20,529
D. KRAJAEFSKI, CHIEF PLANNER
(613) 592-4281

- The city's Official Plan makes no specific provision for group homes. The municipality does not intend to amend its Official Plan to include a group homes policy, but under its new zoning by-laws, group homes are permitted in many residential areas.
- The city's new zoning by-laws regulate types of residential structures, but not their occupancy. As a result, group homes are permitted in any zone in which a fully-detached building is permitted (subject to compliance with the developmental standards of that zone).

KINGSTON (CITY OF)
COUNTY OF FRONTENAC
POPULATION: 60,313
ROBERT MORRIS, SENIOR PLANNER
(613) 546-4291

- The city's Official Plan makes no specific provision for group homes, but residential-use policies contained in the Official Plan are interpreted by the city to include group homes.
- Under current zoning provisions, provincially-licensed or -approved group homes are permitted in all areas, including A-1 residential zones, without the need for site-specific amendments. Group homes must be separated from one another by at least 120 metres. All group homes must be registered with the municipality.

KINGSTON (TOWNSHIP OF)
COUNTY OF FRONTENAC
POPULATION: 27,484
ROBERT FONGER, DIRECTOR OF PLANNING
(613) 384-1770

- The township's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that future consideration of a group homes policy is possible.
- Under current zoning provisions, group homes may only be established in the township through site-specific amendments to the zoning by-laws.

KITCHENER (CITY OF)
REGIONAL MUNICIPALITY OF WATERLOO
POPULATION: 141,438
SYBIL FRENETTE, SENIOR PLANNER
(519) 885-7383

- A draft amendment to the city's Official Plan, which would designate group homes as a permitted land use in all residential areas, is currently under review.
- Under current zoning provisions, group homes with up to five residents are permitted in some areas under the municipality's definition of a family and/or boarding home.

LONDON (CITY OF)
COUNTY OF MIDDLESEX
POPULATION: 266,319
RICHARD ZELINKA, SENIOR PLANNER
(519) 679-4980

- The city's Official Plan has been amended to designate group homes as a permitted land use in all residential areas.
- Under current zoning provisions, provincially-licensed or -approved group homes are permitted in all residential areas without the need for site-specific amendments.
- The maximum number of residents permitted in a group home is eight (exclusive of staff or receiving family).
- Group homes must be separated from one another by at least 250 metres.

MARKHAM (TOWN OF)
REGIONAL MUNICIPALITY OF YORK
POPULATION: 70,563
ROY MASON, PLANNER
(416) 477-7000

- The town's Official Plan has been amended to designate group homes as a permitted land use.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.

MISSISSAUGA (CITY OF)
REGIONAL MUNICIPALITY OF PEEL
POPULATION: 324,853
HEATHER REYNOLDS-PEW, PLANNER
(416) 279-7600

- The city's Official Plan has been amended to designate group homes as a permitted land use in residential areas.
- Mississauga Council recently gave third and final reading to zoning by-law amendments which permit all but adult correctional homes, halfway houses for ex-offenders, and halfway houses for alcoholics to be established in residential areas without the need for site-specific amendments. Halfway houses for ex-offenders, halfway houses for alcoholics, and adult correctional group homes may only be established through site-specific amendments.
- A maximum of eight persons — including staff or receiving family — is permitted in group homes.
- Group homes must be separated from one another by at least 800 metres.

NANTICOKE (CITY OF)
REGIONAL MUNICIPALITY OF HALDIMAND-NORFOLK
POPULATION: 19,583
DAVID ROE, SENIOR PLANNER
(519) 772-3337

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.

NEPEAN (CITY OF)
REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
POPULATION: 85,737
STEPHEN A. CUNCLIFFE, SENIOR PLANNER
(613) 829-1510

- The city's Official Plan makes no specific provision for group homes, but the land-use policies contained in the Official Plan are interpreted by the city to include group homes as a permitted land-use in all residential areas.
- Under current zoning provisions, provincially-licensed or -approved group homes are permitted in all residential areas without the need for site-specific amendments.

- Group homes must be separated from one another by at least 500 metres, and all group homes must be registered with the municipality.

NEWCASTLE (TOWN OF)
REGIONAL MUNICIPALITY OF DURHAM
POPULATION: 31,906
T.T. EDWARDS, DIRECTOR OF PLANNING
(416) 623-3379

- The town's Official Plan has been amended to designate group homes as a permitted land use.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.
- Group homes must be separated from one another by at least 300 metres, and all group homes must be registered with the municipality.

NIAGARA FALLS (CITY OF)
REGIONAL MUNICIPALITY OF NIAGARA
POPULATION: 70,563
ANNE SACHAR, PLANNER
(416) 356-7521

- The city's existing Official Plan makes no specific provision for group homes, but an amendment to the plan and to existing zoning by-laws, which would (initially) permit group homes for retarded persons and seniors to be established in residential areas (without the need for site-specific amendments), is currently under review.
- Under the provisions of the proposed amendments, a maximum of five persons, exclusive of staff or receiving family, would be permitted in new group homes. Subsequent amendments, which would permit other types of group homes to be established in residential areas (without the need for site-specific amendments), are conditional upon the outcome of a municipal review which is currently under way.
- Under current zoning provisions, group homes may be established in certain areas of the city under the municipality's definition of a family and/or boarding home.

NICKEL CENTRE (TOWN OF)
REGIONAL MUNICIPALITY OF SUDBURY
POPULATION: 11,986
P. OLIVIER, TOWN CLERK
(705) 693-2771

- The town's secondary plan, which has been added by amendment to the Official Plan for the Regional Municipality of Sudbury, contains a statement to the effect that group homes shall be permitted in any area where single detached dwellings are permitted. It is intended that this policy be implemented through a comprehensive regional zoning by-law, which is now at the public consultation stage.
- Pending passage of the region's comprehensive zoning by-law, group homes may be established in all residential areas under the municipality's broad definition of a family.

NORTH BAY (CITY OF)
DISTRICT OF NIPISSING
POPULATION: 50,567
STEPHEN SAJATOVIC, SENIOR PLANNER
(705) 474-0400

- A draft amendment to the city's Official Plan, which would designate group homes as a permitted land use in all residential areas, is currently under review.
- Under current zoning provisions, group homes may be established in certain areas where boarding or rooming houses are allowed. In most areas, however, group homes may only be established through site-specific amendments to the zoning by-laws.

NORTH YORK (CITY OF)
MUNICIPALITY OF METROPOLITAN TORONTO
POPULATION: 560,443
AL O'NEILL, PLANNER
(416) 224-6411

- The city's Official Plan has been amended to designate all but one type of group home as a permitted land use in residential areas.
- Under current zoning provisions, all types of group homes (except correctional homes) are permitted in residential areas without the need for site-specific amendments. Correctional group homes are restricted to arterial roads.
- A maximum of ten persons, excluding staff or receiving family, is permitted in all group homes.
- Only one group home per neighbourhood — as defined by the municipality — is permitted, and group homes must be separated from one another by at least 300 metres.
- *Note:* The provisions of North York's zoning by-laws are considered to be consistent with the Metroplan amendment which has been approved by the Metropolitan Toronto Council.

OAKVILLE (TOWN OF)
REGIONAL MUNICIPALITY OF HALTON
POPULATION; 76,720
JANE MARSHALL, PLANNER
(416) 845-6601

- The town is currently reviewing proposed Official Plan and zoning by-law amendments that would permit group homes — with the exception of correctional homes — to be established in all residential areas without the need for site-specific amendments.
- Under the provisions of the proposed by-law, a maximum of ten residents, exclusive of staff or receiving family, would be permitted in all group homes.
- It is proposed that group homes be separated by at least 800 metres and that all group homes be registered with the municipality.

ONAPING FALLS (TOWN OF)
REGIONAL MUNICIPALITY OF SUDBURY
POPULATION: 5,954
R. DEMERS, TOWN CLERK
(705) 966-3431

- The town's secondary plan, which has been added by amendment to the Official Plan for the Regional Municipality of Sudbury, contains a statement to the effect that group homes shall be permitted in any area where single detached dwellings are permitted. It is intended that this policy be implemented through a comprehensive regional zoning by-law, which is now at the public consultation stage.
- Pending passage of the region's comprehensive zoning by-law, group homes may be established in all residential areas under the municipality's broad definition of a family.

OSHAWA (CITY OF)
REGIONAL MUNICIPALITY OF DURHAM
POPULATION; 118,845
BEN QUAN, PLANNER
(416) 725-7351

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that future consideration of a group homes policy is possible.
- Under current zoning provisions, group homes are permitted in some residential areas of the city under the municipality's definition of a family and/or under the definition of rooming houses.

OTTAWA (CITY OF)
REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
POPULATION: 303,144
MURRAY CHOWN, PLANNER
(613) 563-3181

- The city's Official Plan makes no specific provision for group homes, but the city's comprehensive zoning by-law permits group homes in all residential areas.
- Group homes are permitted in all residential areas without the need for site-specific amendments.
- The municipality's definition does not restrict the number of residents in a group home to ten, and group homes that are not licensed or approved by the province are also permitted.
- Group homes must be separated from one another by at least 300 metres.

OWEN SOUND (CITY OF)
COUNTY OF GREY
POPULATION: 19,624
STEPHEN G. HYNDMAN, PLANNING DIRECTOR
(519) 376-1440

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that consideration of a group homes policy is likely during 1983.

- Under current zoning provisions, group homes may be permitted in certain areas where boarding homes are allowed, depending upon the type of service being provided. Group homes may also be permitted in some areas as "a use operated by or for the Province of Ontario", but this would depend on funding arrangements and the nature of the agreement between the province and the operator.

PETERBOROUGH (CITY OF)
COUNTY OF PETERBOROUGH
POPULATION: 61,595
DAWN MIRRIAM, PLANNER
(705) 742-7771

- The city's Official Plan has been amended to designate group homes as a permitted land use. A comprehensive zoning by-law is currently being discussed by the municipality.
- Under current zoning provisions, group homes may only be established through site-specific amendments.

PICKERING (TOWN OF)
REGIONAL MUNICIPALITY OF DURHAM
POPULATION: 38,799
TOM MELYMUK, SENIOR PLANNER
(416) 831-2113

- The town's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may be permitted in residential areas where the municipality's definition of a family can apply. Otherwise, group homes may only be established through site-specific amendments to the zoning by-laws.

RAYSIDE-BALFOUR (TOWN OF)
REGIONAL MUNICIPALITY OF SUDBURY
POPULATION: 14,731
R.J. LECLAIR, TOWN CLERK
(705) 855-9061

- The town's secondary plan, which has been added by amendment to the Official Plan for the Regional Municipality of Sudbury, contains a statement to the effect that group homes shall be permitted in any area where single detached dwellings are permitted. It is intended that this policy be implemented through a comprehensive regional zoning by-law, which is now at the public consultation stage.
- Pending passage of the region's comprehensive zoning by-law, group homes may be established in all residential areas under the municipality's broad definition of a family.

RICHMOND HILL (TOWN OF)
REGIONAL MUNICIPALITY OF YORK
POPULATION: 38,488
CLARENCE CHEUNG, PLANNER
(416) 884-8101

- The town's Official Plan has been amended to designate group homes as a permitted land use, and amendments to existing zoning by-laws are currently under review.
- Under current zoning provisions, group homes may be established, where applicable, under the municipality's definition of a family.

SARNIA (CITY OF)
COUNTY OF LAMBTON
POPULATION: 50,233
R.W. PANZER, SENIOR PLANNER
(519) 332-0330

- The city's Official Plan has been amended to designate group homes as a permitted land use.
- Under current zoning provisions, group homes for seniors, children, and mentally retarded persons, as well as Approved Homes for ex-psychiatric patients, are permitted in all residential areas without the need for site-specific amendments (provided that they house no more than five residents). Homes of these types with more than five residents are permitted on arterial or collector roads only. Homes for Special Care with up to ten residents are permitted in all residential areas without the need for site-specific amendments. Community Resource Centres and halfway houses for ex-offenders, alcoholics, and socially disadvantaged persons are permitted in commercial, institutional, or mixed zones only.
- Group homes must occupy the whole of a single detached dwelling, and must be separated from one another by at least 200 metres.

SAULT STE. MARIE (CITY OF)
DISTRICT OF ALGOMA
POPULATION: 82,902
JOSEPH E. SNIEZEK, DEPUTY PLANNING DIRECTOR
(705) 949-9111

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a draft group homes policy is now under review.
- Under current zoning provisions, group homes are permitted in RM-9 (multiple family) zones as boarding houses. Group homes may only be established in other areas through site-specific amendments to the zoning by-laws.

SCARBOROUGH (BOROUGH OF)
MUNICIPALITY OF METROPOLITAN TORONTO
POPULATION: 435,980
KENNEDY SELF, PLANNER
(416) 296-7111

- The borough's Official Plan has been amended to designate group homes for mentally retarded persons as a permitted land use in residential areas.
- Current zoning provisions permit group homes for mentally retarded persons in single-family and two-family dwellings in all residential areas. All other types of group homes may only be established through site-specific amendments to the zoning by-laws.

- Three to eight residents, exclusive of staff, are permitted in group homes.
- Group homes must be separated from one another by at least 800 feet.
- *Note*: Metropolitan Toronto has approved an amendment which would require all cities and boroughs in Metropolitan Toronto to permit the establishment of all types of group homes (except correctional homes) in residential areas, without the need for site-specific amendments. Correctional group homes would be restricted to arterial roads. The amendment has been submitted to the Minister of Municipal Affairs and Housing for approval.

ST. CATHARINES (CITY OF)
REGIONAL MUNICIPALITY OF NIAGARA
POPULATION: 123,644
STEPHEN BEDFORD, ACTING PLANNING DIRECTOR
(416) 688-5600

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a group homes policy is currently under review.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.

STRATFORD (CITY OF)
COUNTY OF PERTH
POPULATION: 26,197
BRIAN REID, DEPUTY PLANNING DIRECTOR
(519) 271-0250

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may be permitted in areas where boarding houses are allowed. The boarding home regulations specify that the owner must live on the premises.

STONEY CREEK (TOWN OF)
REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH
POPULATION: 37,481
R. MARINE, DIRECTOR OF PLANNING
(416) 643-1261

- The town's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a group homes policy is now being reviewed.
- Under current zoning provisions, group homes may be established, where applicable, under the municipality's definition of a family.

ST. THOMAS (TOWN OF)
COUNTY OF ELGIN
POPULATION: 27,482
H.S. GIBSON, PLANNING DIRECTOR
(519) 633-2560

- The city's Official Plan makes no specific provision for group homes.

- A proposed zoning by-law, which would permit group homes to be established (without the need for site-specific amendments) in all zones except those where single detached buildings are allowed, is currently under review by the municipality.
- Under current zoning provisions, group homes are permitted in areas where rooming houses are allowed. Site-specific amendments are required to establish group homes in other areas.

SUDBURY (CITY OF)
REGIONAL MUNICIPALITY OF SUDBURY
POPULATION: 91,388
HANS HUTCH, DIRECTOR OF DEVELOPMENT
(705) 673-2171

- The Official Plan for the Regional Municipality of Sudbury makes no specific provision for group homes, but does indicate that housing for people with special needs shall be provided. Under the region's proposed comprehensive zoning by-laws, group homes would be permitted in any area where single detached dwellings are permitted.
- Pending passage of the region's comprehensive zoning by-law, group homes are permitted in all residential areas under the city's broad definition of a family.

THOROLD (CITY OF)
REGIONAL MUNICIPALITY OF NIAGARA
POPULATION: 15,480
K.R. TODD, PLANNER
(416) 227-6613

- A new Official Plan, which designates group homes as a permitted land use in all residential areas, has recently been forwarded to the province for approval.
- Under current zoning provisions, group homes may be established (without the need for site-specific amendments) in R2 and R3 residential zones under the municipality's definition of rooming and boarding houses (provided that they meet the stipulated requirements for rooming and boarding houses).

THUNDER BAY (CITY OF)
DISTRICT OF THUNDER BAY
POPULATION: 111,498
STEPEN HUZAN, PLANNER
(807) 623-2711

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a policy paper which considers the question of a group homes policy is now being reviewed.
- Under existing zoning provisions, group homes may be established in any residential area in which boarding houses are permitted (without the need for site-specific amendments).

TIMMINS (CITY OF)
DISTRICT OF COCHRANE
POPULATION: 44,746
JANET RONNE, SENIOR PLANNER
(705) 264-1331

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes may only be established, in most areas of the municipality, through site-specific amendments to local zoning by-laws. Under some circumstances, however, the municipality's definition of a family may permit a group home having not more than five residents to be established, provided that all other requirements of the zoning by-laws are met. A group home might also be established in certain areas in which institutional uses are permitted, provided that the home was not of a type which is specifically excluded under the municipality's definition of an institution.

TORONTO (CITY OF)
MUNICIPALITY OF METROPOLITAN TORONTO
POPULATION: 614,763
BRIAN MILNE, PLANNER
(416) 947-7339

- The city's Official Plan makes no specific provision for group homes, but group homes are recognized as a permitted land use in the city's comprehensive zoning by-laws.
- Under current zoning provisions, group homes may be established in all residential areas without the need for site-specific amendments.
- Six to ten residents, exclusive of staff, are permitted in all group homes.
- Group homes must be separated from one another by a distance of at least 600 feet.
- *Note*: The provisions of Toronto's zoning by-laws are considered to be consistent with the Metroplan amendment which has been adopted by Metropolitan Toronto.

VALLEY EAST (TOWN OF)
REGIONAL MUNICIPALITY OF SUDBURY
POPULATION: 20,060
E. LELIEVRE, TOWN CLERK
(705) 897-4938

- The town's secondary plan, which has been added by amendment to the Official Plan for the Regional Municipality of Sudbury, contains a statement to the effect that group homes shall be permitted in any area where single detached dwellings are permitted. It is intended that this policy be implemented through a comprehensive regional zoning by-law, which is now at the public consultation stage.
- Under current zoning provisions, group homes with up to four residents (exclusive of staff or receiving family) are permitted in residential zones under the municipality's definition of a family.

VANIER (CITY OF)
REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
POPULATION: 18,877
J. KEARNS, DIRECTOR OF PLANNING
(613) 746-8105

- The city's Official Plan make no specific provision for group homes, but group homes are recognized as a permitted land use in the city's zoning by-laws.
- Under current zoning provisions, provincially-licensed or -approved group homes are permitted in single-family residential zones (R1 through R4) without the need for site-specific amendments. Group homes are not permitted in areas that are zoned primarily for multiple-family dwellings.
- Group homes must be separated from one another by at least 300 metres, and all group homes must be registered with the municipality.

WALDEN (TOWN OF)
REGIONAL MUNICIPALITY OF SUDBURY
POPULATION: 9,959
(705) 692-3613

- The town's secondary plan, which has been added by amendment to the Official Plan for the Regional Municipality of Sudbury, contains a statement to the effect that group homes shall be permitted in all areas where single detached dwellings are permitted. It is intended that this policy be implemented through a comprehensive regional zoning by-law, which is now at the public consultation stage.
- Pending passage of the region's comprehensive zoning by-law, group homes are permitted in all residential areas under the municipality's broad definition of a family.

WATERLOO (CITY OF)
REGIONAL MUNICIPALITY OF WATERLOO
POPULATION: 57,412
TOM SLOMKE, PLANNING DIRECTOR
(519) 886-1550

- An amendment to the city's Official Plan, which would designate group homes as a permitted land use in residential areas, is currently being reviewed by the municipality, together with amendments to the zoning by-laws.
- Under the provisions of the proposed by-law amendments, all types of group homes would be permitted, but the maximum number of residents permitted in each type would vary according to the home's location (e.g., a lower number would be permitted in single-family residential zones).
- It is also proposed that all types of group homes be registered with the municipality.
- Under current zoning provisions, group homes with up to five residents (exclusive of staff) may be established in zones where boarding houses are allowed.

WELLAND (CITY OF)
REGIONAL MUNICIPALITY OF NIAGARA
POPULATION: 45,417
VOLKER KERSCHL, PLANNER
(416) 735-1700

- The city's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a group homes policy is currently under review.
- Under current zoning provisions, group homes are permitted in areas where boarding houses are allowed, provided that they comply with regulations governing boarding houses.

WHITBY (TOWN OF)
REGIONAL MUNICIPALITY OF DURHAM
POPULATION: 38,437
LARRY CAVANAUGH, PLANNER
(416) 668-5803

- The town's Official Plan makes no specific provision for group homes, but municipal planning officials indicate that a group homes policy is being considered.
- Under current zoning provisions, group homes may be established, where applicable, under the municipality's definition of a family and/or non-conforming use.

WINDSOR (CITY OF)
COUNTY OF ESSEX
POPULATION: 192,546
JEFF WATSON, PLANNER
(519) 255-6281

- The city's Official Plan makes no specific provision for group homes, but group homes are recognized as a permitted residential use in the zoning by-laws.
- Under current zoning provisions, group homes are permitted in all residential areas without the need for site-specific amendments.
- Group homes must be separated from one another by at least 240 metres.

WOODSTOCK (CITY OF)
COUNTY OF OXFORD
POPULATION: 26,096
J.P. ATCHESON, PLANNER
(519) 537-5524

- The city's Official Plan makes no specific provision for group homes.
- Under current zoning provisions, group homes for seniors, children, mentally retarded persons, and persons who are physically disabled or abused, are permitted in R3 residential and institutional zones without the need for site-specific amendments. Only those types of homes which are listed above are recognized in the municipality's definition of a group home. Site-specific amendments are required to establish group homes in any area other than those listed above.

YORK (BOROUGH OF)
METROPOLITAN TORONTO
POPULATION: 132,946
LOU MORETTO, PLANNER
(416) 653-2700

- The borough's Official Plan makes no specific provision for group homes.
- York has formulated a policy which would permit all group homes (except correctional homes) in residential neighbourhoods. This policy has not yet been the subject of an Ontario Municipal Board hearing.
- Under current zoning provisions, group homes may only be established through site-specific amendments to the zoning by-laws.
- *Note:* Metropolitan Toronto has approved an amendment which would require all cities and boroughs in Metropolitan Toronto to permit the establishment of all types of group homes (except correctional homes) in residential areas, without the need for site-specific amendments. Correctional group homes would be restricted to arterial roads. The amendment has been submitted to the Minister of Municipal Affairs and Housing for approval.

APPENDIX C

KEY PROVINCIAL GOVERNMENT CONTACTS AND THEIR AREAS OF RESPONSIBILITY

SECRETARIAT FOR SOCIAL DEVELOPMENT

- information on provincial group homes policy

Provincial Group Homes Co-ordinator
Secretariat for Social Development
Room 1402
Main Floor, Whitney Block
Queen's Park
Toronto, Ontario
M7A 1A2

(416) 965-3654

MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING

- technical advice and assistance on amending official plans and zoning by-laws to permit group homes in residential areas, and review of proposed official plan and zoning by-law amendments

Advisory

Manager
Community Planning Advisory Branch
CPAB - Central Region (Willowdale)
2nd Floor
47 Sheppard Avenue East
Willowdale, Ontario
M2N 2Z8

(416) 224-7635

Manager
Community Planning Advisory Branch
CPAB - South East Region (Ottawa)
3rd Floor
244 Rideau Street
Ottawa, Ontario
K1N 5Y3

(613) 566-3801

Manager
Community Planning Advisory Branch
CPAB - North East Region (Sudbury)
1191 Lansing Avenue
Sudbury, Ontario
P3A 4C4

(705) 560-0120

Manager
Community Planning Advisory Branch
CPAB - North West Region (Thunder Bay)
435 James Street South
Thunder Bay, Ontario
P7C 5G6

(807) 475-1651

Manager
Community Planning Advisory Branch
CPAB - South Western Region (London)
7th Floor
495 Richmond Street
London, Ontario
N6A 5A9

(519) 673-1611

Review

Director
Community Planning Review Branches
Central and Southwest
7th and 8th Floors
56 Wellesley Street West
Toronto, Ontario
M7A 2K4

(416) 965-9560

Director
Community Planning Review Branches
North and East
7th and 8th Floors
56 Wellesley Street West
Toronto, Ontario
M7A 2K4

(416) 965-5506

MINISTRY OF HEALTH

- information on Approved Homes, Homes for Special Care — Residential, and Supportive Housing Programs

Director
Mental Health Operations
Ministry of Health
8th Floor, Hepburn Block
80 Grosvenor Street
Toronto, Ontario
M7A 1R3

(416) 965-6236

MINISTRY OF COMMUNITY AND SOCIAL SERVICES

- information on Children's Residences, Accommodation Services for the Developmentally Handicapped, Satellite Residences for Seniors, Halfway Houses for the Socially Disadvantaged, Halfway Houses for Alcoholics, and Halfway Houses for Ex-Offenders.

AREA MANAGERS — CHILDREN'S OPERATIONS

Inquiries about children's group homes should be addressed to the Manager, Children's Operations, Ministry of Community and Social Services, at one of the addresses listed below.

BARRIE
5th Floor
70 Collier Street West
Barrie, Ontario
L4M 4Z2

(705) 737-1311

HAMILTON
7th Floor
119 King Street West
Hamilton, Ontario
L8N 3Z9

(416) 521-7300

KINGSTON
Suite 305
1055 Princess Street
Kingston, Ontario
K7L 5T3

(613) 547-3431

LONDON
5th Floor
195 Dufferin Avenue
London, Ontario
N6A 1K7

(519) 438-8344

OTTAWA
Room 705
2197 Riverside Drive East
Ottawa, Ontario
K1H 7X3

(613) 737-7324

PETERBOROUGH
2nd Floor
60 Hunter Street East
Peterborough, Ontario
K9H 1G5

(705) 743-1624

SUDBURY
8th Floor, St. Andrews Place
111 Larch Street
Sudbury, Ontario
P3E 4T5

(705) 675-4544

THUNDER BAY
Suite 301
710 Victoria Avenue
Thunder Bay, Ontario
P7C 5P7

(807) 475-1345

TIMMINS
11 Elm Street North
Timmins, Ontario
P4N 6A3

(705) 267-7901

TORONTO
5th Floor
110 Eglinton Avenue West
Toronto, Ontario
M4R 2C0

(416) 965-7863

WATERLOO
5th Floor
75 King Street South
Waterloo, Ontario
N2J 1P2

(519) 886-4700

WINDSOR
2nd Floor
250 Windsor Avenue
Windsor, Ontario
N9A 6V9

(519) 254-4375

AREA MANAGERS — ADULT OPERATIONS

Inquiries about adult group homes should be addressed to the Manager, Adult Operations, Ministry of Community and Social Services, at one of the addresses listed below.

BARRIE
5th Floor
70 Collier Street West
Barrie, Ontario
L4M 4Z2

(705) 737-1311

HAMILTON
6th Floor, Box 2112
119 King Street West
Hamilton, Ontario
L8N 3Z9

(416) 526-9300

KINGSTON
Suite 103
1055 Princess Street
Kingston, Ontario
K7L 5T3

(613) 547-3431

LONDON
6th Floor
495 Richmond Street
London, Ontario
N6A 5A9

(519) 438-5111

OTTAWA
Room 705
2197 Riverside Drive East
Ottawa, Ontario
K1H 7X3

(613) 737-7324

PETERBOROUGH
1st Floor
60 Hunter Street East
Peterborough, Ontario
K9H 1G5

(705) 748-5883

SUDBURY
8th Floor, St. Andrews Place
111 Larch Street
Sudbury, Ontario
P3E 4T5

(705) 675-4541

THUNDER BAY
Suite 301
710 Victoria Avenue
Thunder Bay, Ontario
P7C 5P7

(807) 475-1515

TIMMINS
11 Elm Street North
Timmins, Ontario
P4N 6A3

(705) 267-7901

TORONTO
3rd Floor
110 Eglinton Avenue West
Toronto, Ontario
M4R 2C9

(416) 965-8449

WATERLOO
4th Floor, Waterloo Square
75 King Street South
Waterloo, Ontario
N2J 1P2
(519) 886-4700

WINDSOR
1st Floor
250 Windsor Avenue
Windsor, Ontario
N9A 6V9
(519) 254-1651

MINISTRY OF CORRECTIONAL SERVICES

- information on Community Resource Centres

Director
Community Resource Centres Development Branch
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario
M1L 4P1
(416) 750-3400

POOR

QUALITY

ORIGINAL